

SPECIAL JOINT WORK SESSION
DEXTER SCHOOL BOARD AND VILLAGE COUNCIL
CREEKSIDE MEDIA CENTER
6:00 to 7:00 p.m.
Agenda Separate in Packet

THE VILLAGE OF DEXTER
VILLAGE COUNCIL MEETING
MONDAY August 13, 2007

*******7:30pm*******

Dexter Senior Center, 7720 Dexter Ann Arbor Road

A. CALL TO ORDER AND PLEDGE OF *ALLEGIANCE*

B. ROLL CALL: President Seta J.Carson P. Cousins S. Keough
 J. Semifero R. Tell D. Fisher

C. APPROVAL OF THE MINUTES

1. Regular Council Meeting Minutes – July 23, 2007 **Page#1-4**

D. PRE-ARRANGED PARTICIPATION:

Pre-arranged participation will be limited to those who notify the Village office before 5:00 p.m. Tuesday of the week preceding the meeting, stating name, intent and time requirements. (10-minute limit per participant)

None

E. APPROVAL OF AGENDA:

F. PUBLIC HEARINGS

Action on each public hearing will be taken immediately following the close of the hearing

"This meeting is open to all members of the public under Michigan Open Meetings Act."

www.villageofdexter.org

G. NON-ARRANGED PARTICIPATION:

Non-arranged participation will include those in the audience not listed on the agenda that wish to speak. At the Village President's discretion, members of the audience may be called on to speak at any time. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives

H. COMMUNICATIONS :

1. DTE Energy Co. – August 1, 2007
2. Sidewalk Article –Ann Arbor News August 1, 2007
3. BS&A Software Letter – July 25, 2007
4. MML Article-Impact of Poor Zoning Decisions

Page#5-12

I. REPORTS:

1. Treasurer/Finance Director-Marie Sherry
Fourth Quarter FY 2006/07 Report
Cash Balances Report as of June 30, 2007
2. Board and Commission Reports
Dexter Area Library Representative-Pat Cousins
3. Subcommittee Reports
4. Village Manager Report
5. President's Report

Page#13-23

Page#25-30

J. CONSENT AGENDA

Bills & Payroll will be a standing item under consent agenda. Discussion of the Budget and Financial matters will be covered under the Presidents Report as a standing item. Items under consent agenda are considered routine and will be acted upon in one motion. There will be no separate discussion of these items unless a Council Member so requests, and the item will be removed from Consent and added to the regular agenda at the end of New Business.

1. Consideration of: Bills & Payroll in the amount of: **\$160,508.36**

Page#31-39

2. Consideration of: Request from Peace Lutheran Church to hold “Movie Under the Stars” night on Friday, August 17, 2007 at Monument Park.

Page#41

K. OLD BUSINESS- Consideration and Discussion of:

1. Consideration of: RESOLUTION TO DECLARE THE “1981 PROMULGATION OF ANNEXATION POLICY” AND “AMENDMENT TO THE 1981 SCIO TOWNSHIP – VILLAGE AGREEMENT (1995) NULL AND VOID”, *WITH THE EXCEPTION THAT THE POLICY IS VALID IF THE PROPERTY OWNER REQUESTS TO BE ANNEXED*

Action Postponed from the July 23, 2007 meeting:

Postpone Motion: Moved by: Fisher and Supported by: Cousins to postpone this consideration pending discussions with Scio and obtaining more information.

Original Motion: Moved by: Carson and Supported by: Tell to adopt the Resolution to declare the “1981 Promulgation of Annexation Policy” and “Amendment to the 1981 Scio Township – Village Agreement (1995) null and void”, with the exception that the policy is valid if the property owner requests to be annexed.

Page#43-48

2. Consideration of: Main Street Bridge Project – Phase 2 Funding Update

WCRC Letter of July 20, 2007

Dexter Township email of July 24, 2007

Update on the WCRC CIP Meeting of July 30, 2007- Jim Carson

Update on the WATS Technical Committee Meeting of August 8, 2007- Jim Carson

Page#49-50

L. NEW BUSINESS- Consideration and Discussion of:

1. Consideration of: Recommendation to accept the Proposal for Engineering Design Services from OHM for the Third Street Improvements Project at a cost not to exceed \$27,500

Page#51-55

2. Consideration of: Recommendation to accept the Dexter Downtown Development Consolidated Budget Summary FY 2007-2008.

Page#57

3. Consideration of: Adoption of an ordinance amending and restating the Development Plan and Tax Increment Financing Plan (“the Plan”) for the Dexter Downtown Development Authority pursuant to Act 197 of the Public Acts of Michigan of 1975

Set for Public Hearing- Monday, the 24th day of September, 2007

Page#59-62

4. Consideration of: Recommendation from the Facility Committee to authorized a negotiation team to approach Schulz Development about the possibility of purchasing office space in the newly proposed Jeffords Street Redevelopment Project

Page#63-67

5. Consideration of: RESOLUTION OF SUPPORT FOR APPLICATION TO THE COMMUNITY FORESTRY GRANT PROGRAM

Page#69

6. Consideration of: Recommendation from Planning Commission to approve the proposed amendments to the Zoning Ordinance Article 2, Definitions, Open Space

Page#71-73

7. Consideration of: Recommendation from Planning Commission to approve the proposed amendments to the Zoning Ordinance Article 21, Site Plan Review and Approval

Page#75-97

8. Discussion of: Village Council Request to Planning Commission to review Article 15B, Ann Arbor Road Corridor Overlay District

Page#99-133

“This meeting is open to all members of the public under Michigan Open Meetings Act.”

www.villageofdexter.org

9. Discussion of: Village Council Request to Planning Commission to review Article 22, Administration and Enforcement

Page#135-142

10. Discussion of: Action from DEQ on the Village's State Revolving Fund – SRF Project Plan No. 5291-01, and the Village request for reconsideration.

Page#143-145

11. Consideration of: Draft Evaluation Form for the Village Manager Position

Page#147-149

M. COUNCIL COMMENTS

N. NON-ARRANGED PARTICIPATION

Same as item F. Those addressing the Council will state their name, and address. This section is limited to 5-minutes per participant or 10-minutes for group representatives.

O. ADJOURNMENT:

SPECIAL JOINT WORK SESSION
MONDAY August 13, 2007
6:00 p.m.

DEXTER SCHOOL BOARD
AND
DEXTER VILLAGE COUNCIL

Creekside Media Center – 2615 Baker Road

1. Presentation by Dan Whalen of Williams & Works on the 5th Well Site
 - a. Information on 5th Well Site
 - b. Review Next Steps
2. Dexter Ann Arbor Road Improvement Project
 - a. Rhett Gronevelt Village Engineer will provide an update on the project
3. Police Service Unit- Cost share of School Officer
 - a. Attachments: Original March 1, 2000 agreement and April 12, 2004 amendment.
4. Safe Routes to School Grant Program

This is a Special Council work session meeting; action will NOT be taken.

"This meeting is open to all members of the public under Michigan Open Meetings Act"

**"Amendment" Agreement for Public Safety Services
between
Dexter Community Schools and the Village of Dexter
April 12, 2004**

This is an amendment to the agreement for Public Safety Services (the "Agreement") dated March 1, 2000 between the Dexter Community Schools (the School District"), 7714 Ann Arbor Street, Dexter, Michigan 48130 and the Village of Dexter ("the Village"), 8140 Main Street, Dexter Michigan 48130.

REPEAL:

Section 2(a). Law Enforcement Officer- The Village shall reimburse the school annually for twenty percent (20%) of the costs incurred by the school for Law Enforcement Officer assigned to the School District or alternatively for other coverage mutually agreed upon by the Village and the School District.

REPLACE:

Section 2(a). Law Enforcement Officer- The Village shall reimburse the school annually for fifty percent (50%) of the costs incurred by the School for the Law Enforcement Officer assigned to the School District or alternatively for other coverage mutually agreed upon by the Village and the School District. The 50% shall begin July 1, 2004. Annually, the Village and the School District shall meet to evaluate the services and reimbursement schedule. Officials from other townships in the Dexter School District boundaries shall be invited to this meeting to discuss future partnerships in funding the Public Safety Services. This annual meeting should occur in December of each fiscal year.

In the event a non-emergency service call is made during normal school hours, from any other school in the DCS District, the School Law Enforcement Officer will respond, when possible before other Dexter Village Deputies.

All other sections and requirements of the original Agreement for Public Services dated March 1, 2000 shall remain enforceable.

VILLAGE OF DEXTER

DEXTER COMMUNITY SCHOOLS

By: _____

By: _____

Its: Jim Seta, Village President

Its: Bill Spargur, Superintendent

Date: April 12, 2004

Date: April 12, 2004

By: _____

By: _____

Its: Donna Eureste, Manager

Its: Incoming Superintendent

Date: April 12, 2004

Date: April 12, 2004

Agreement for Public Safety Services
between
Dexter Community Schools and the Village of Dexter

This Agreement for Public Safety Services (the "Agreement") dated March 1, 2000, is between the Dexter Community Schools (the "School District"), 7714 Ann Arbor Street, Dexter, Michigan 48130 and the Village of Dexter (the "Village"), 8140 Main Street, Dexter, Michigan 48130 and is as follows:

Whereas, the School District is building a new high school (the "New High School") on a parcel of property generally located at the southeast corner of Parker and Shield Roads (the "Property"), and

Whereas, to facilitate the construction of the New High School and to protect the environment by providing municipal water and sewer to the New High School, the Property has been conditionally transferred from the jurisdiction of Scio Township to the jurisdiction of the Village under a Contract for Conditional Transfer of Property dated January 24, 2000 (the "Land Transfer Contract"), pursuant to Public Act 425 of 1984, and

Whereas, the conditional transfer of the Property from the Township to the Village will increase the public safety costs and burdens of the Village because the Village will have to provide public safety services for the New High School, and

Whereas, in connection with the conditional transfer of the Property the School District and Village agreed to enter into an agreement whereby the Village would provide public safety services for the New High School and the School District would reimburse the Village for a portion of those costs, and

Whereas, the School District is authorized by Section 11a(3)(b) of the Revised School Code to provide for the safety and welfare of students while at school or en route, and

Whereas, the Village and School District have reached agreement on the terms and conditions for the Village to provide public safety services for the New High School and now desire to put those terms and conditions into writing,

Now, therefore, in consideration of the mutual promises and covenants contained in this Agreement, it is hereby agreed between the Village and School District as follows:

1. Public Safety Services. Upon the effective date of the Land Transfer Contract and during the time it is in effect, the Village shall provide public safety services to the School District. The public safety services shall include one (1) full-time law enforcement officer assigned and dedicated primarily to school-related duties during the school year. During the summer when school is not in session, the officer may be assigned to regular Village duties. The officer assigned to school-related duties by the Village shall not be under the control of the School District and shall not be considered to be an employee of the School District for any purposes. Fire protection services shall consist of the normal fire protection/suppression services provided by the Village.

2. Reimbursement for Services. The School District shall reimburse the Village for a portion of the direct expenses incurred in providing public safety services to the School District as follows:

a) Law Enforcement Officer – the School District shall reimburse the Village for eighty percent (80%) of the costs incurred by the Village for the Law Enforcement Officer assigned to the School District or alternatively for other coverage mutually agreed upon annually by the Village and the School District.

b) Fire Services - the School District will reimburse the Village for each fire department emergency response to the New High School. The amount of such reimbursement shall be based on the average response cost as determined by the Dexter Area Fire Department (or its successor). The reimbursement amount for the year 2000 is agreed to be five hundred fifty dollars (\$550) per each emergency response to the New High School.

c) The School District will reimburse the Village within thirty (30) days of receiving an invoice from the Village. The reimbursement for services shall be monthly [insert frequency of reimbursement, i.e., monthly, quarterly, semi-annually, etc].

3. Termination of Agreement. This Agreement shall terminate on the same date that the Land Transfer Contract terminates. If the Village receives

information or notice that the Land Transfer Contract will be terminated, it will immediately provide written notice of such fact to the School District. Either party may terminate this Agreement upon a material breach by the other party, provided a ninety-day (90) prior written notice is sent to the other party describing the material breach and the other party fails to cure the material breach within the ninety-day (90) period.

4. Notices. Any notice under this Agreement shall be delivered in person or sent by first class mail to the Village to Village Manager, Village of Dexter, 8140 Main Street, Dexter, Michigan 48130; and to the School District to Superintendent, Dexter Community Schools, 7714 Ann Arbor Street, Dexter, Michigan 48130.

5. Entire Agreement. This Agreement represents the entire understanding and agreement between the parties and supersedes and merges any prior oral or written understandings and agreements between the parties with regard to the providing of public safety services to the New High School.

6. Amendment. This Agreement may be amended only by a written amendment signed by the parties.

7. Copies of Agreement. This Agreement may be executed in multiple counterparts, all of which together shall be deemed to be an original and the same agreement.

8. Captions. The captions in this Agreement are for convenience only and shall not be considered as a part of this Agreement or as in any way amplifying or modifying the provisions of this Agreement.

9. Enforceability; No Third-Party Beneficiaries. This Agreement shall be enforceable only by the parties, and no other person or third-party shall be considered to be benefited by or have the right to enforce any of the provisions of this Agreement.

VILLAGE OF DEXTER

By: [Signature]

Its: Village President

KZLIB:331249.402912-00022

DEXTER COMMUNITY SCHOOLS

By: [Signature]

Its: President, B.O.E.

**DEXTER VILLAGE COUNCIL
REGULAR MEETING
MONDAY, JULY 23 2007**

AGENDA 8-13-07
ITEM C-1

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The meeting was called to order at 7:30 by President Seta in the Dexter Senior Center located at 7720 Dexter Ann Arbor Rd. in Dexter, Michigan

B. ROLL CALL:

D. Fisher P. Cousins S.Keough
J. Semifero R. Tell
J. Seta J. Carson

C. APPROVAL OF THE MINUTES

Minutes of the Regular Council meeting of July 9, 2007.

Motion Tell, support Semifero to approve the minutes (correcting the numbering of Mr. Semifero's motion re: the approval of the preliminary site plan for the Dexter Wellness Center.)

Ayes: Cousins,Fisher,Keough,Semifero,Tell,Carson,Seta.

Nays: none

Motion carries

Special Work Session Minutes- July 16, 2007

Motion Fisher, support Semifero to approve the Work Session minutes as corrected.

Ayes: Keough,Semifero,Tell,Carson,Fisher,Cousins,Seta.

Nays: none

Motion carries

D. PREARRANGED PARTICIPATION

1. Mike Nestor- Bates Farms Homeowners Representative
still don't want to be annexed.

E. APPROVAL OF THE AGENDA

Motion Carson, support Keough to approve the agenda as amended to include under K. 2 consideration of the letter received from A. R. Brouwer.

Ayes:Semifero,Tell,Fisher,Carson,Cousins,Keough,Seta.

Nays: none

Motion carries

F. PUBLIC HEARINGS

None

G. NON-ARRANGED PARTICIPATION:

None

H. COMMUNICATIONS:

None

I. REPORTS

1. Washtenaw County Sheriff Dept.- Sergeant Gieske
April-May-June reports
2. Department of Public Services- Ed Lobdell
March-April-May-June reports
3. Community Development Manager
Activities Update and quarterly report
4. Board and Commission reports
Parks Commission report- Joe Semifero
5. Subcommittee reports
6. Village Manager report
Mrs. Dettling submits her report as per packet.
7. President's Report
Update from the July 16th Ad-hoc Committee with Scio Township (next meeting date? Donna to check)
DDA Meeting of July 12th Lunde and Campbell resigned.

J. CONSENT AGENDA

1. Consideration of: Bills and Payroll in the amount of \$371,278.51

Motion Fisher, support Semifero to approve the consent agenda as presented.

Ayes: Tell,Carson,Cousins,Keough,Fisher,Semifero,Seta.

Nays: None

Motion carries

K. OLD BUSINESS-Consideration and Discussion of:

1. Discussion of: Main St. Bridge Project- Phase 2 Funding Update Verbal Update Re: the July 17th WCRC Board Meeting
2. Consideration of: Letter from A. R. Brouwer Co. re: the development agreement for the Dexter Wellness Center

Motion Carson, support Tell to drop the requirement for a development agreement in favor of including Mr. Brouwer's letter as part of the site plan approval including " and all parking requirements" on page 2 item 3).

Ayes: Carson,Cousins,Fisher,Keough,Semifero,Tell,Seta.

Nays: none

Motion carries

L. NEW BUSINESS-Consideration of and Discussion of:

1. Consideration of: Recommendation from Staff to secure a scope of services for the Third St. Improvement project.

Motion Keough, support Carson to approve the recommendation from Staff Re: the scope of services for design services for the Third St. Improvement Project.

Ayes:Cousins,Fisher,Keough,Semifero,Tell,Carson,Seta.

Nays: none

Motion carries

2. Consideration of: resolution to declare the promulgation of annexation policy and amendment to the 1981 Scio Township-Village agreement (1995) null and void, with the exception that the policy is valid if the property owner requests to be annexed.

Motion Carson, support Tell to approve the resolution declaring the promulgation of annexation policy and amendment to the 1981 Scio Township-Village agreement (1995) null and void, with the exception that the policy is valid if the property owner requests to be annexed.

no vote

Motion Fisher, support Cousins to postpone this consideration pending discussions with Scio and obtaining more information.

Ayes: Semifero,Fisher,Cousins,Keough.

Nays: Tell, Carson, Seta.

Motion carries

M. COUNCIL COMMENTS

Semifero	police report quarterly? more often Village web site was down Council members e-mail addresses correct and updated? suggest move ballpark to east side (park comm.)
Fisher	need info, Village Mgr. evaluation
Carson	Council in parade?
Boyle	police report could be condensed
Cousins	swimmer made it, raised 42 k fish count, electric shock rec'd call from resident, could not get out during St. Joe's race
Keough	will go on float ADA ramps is a good idea
Tell	no

N. NON-ARRANGED PARTICIPATION

None

O. ADJOURNMENT

Motion Carson support Fisher to adjourn at 10:20

Unanimous voice vote

Respectfully submitted,

David F. Boyle
Clerk, Village of Dexter

Approved for Filing:_____



DTE Energy
ITEM
Detroit Edison

AGENDA 8-13-07
H-1,2,3,4

August 1, 2007

Donna Dettling
City Manager
Village of Dexter
8140 Main St
Dexter, MI 48130

Dear Donna City Manager:

I'm writing to let you know that during the next month lighting crews will be in your community to complete work on your public street lighting. This work will involve replacement of burned out lamps and broken glassware, and an overall inspection of the condition of your lighting systems.

Our Community Lighting team cares about the safety and security of the pedestrians and motorists in the communities we serve. We also know that streetlights are an important part of your community's aesthetics. That's why every year, we make streetlight maintenance and repair one of our top priorities. Every four years all of the lamps in your community are replaced with new. In this way, we can proactively avoid outages by replacing lamps near the end of their useful life.

This year alone, we estimate that we will replace over 50,000 lamps throughout various communities in our service territory and our team is committed to assisting you in the best possible way. Please take a minute to tell us more about how your lighting needs can be better served. Simply go online at: <http://www.zoomerang.com/survey.zgi?p=WEB226RE5M6HEC>.

If you have a request for maintenance or repair, please be sure to contact me at 734-397-4178 or balogt@dteenergy.com.

Sincerely,

Tom Balog
Consultant
Community Lighting
Detroit Edison



August 1, 2007

Ms. Donna Dettling
City Manager
Village of Dexter
8140 Main St
Dexter, MI 48130

Dear Ms. Dettling:

Our Community Lighting group is partnering with the municipalities we serve to educate their residents on the best way to report a streetlight outage. Municipalities play an important role with street lighting services because your residents contact you for answers to all their streetlight questions.

The more assistance and information you can offer to your residents the greater the likelihood that your residents will be satisfied with the streetlights in your community. Please help us educate your residents by including the enclosed information in the communications you provide to your residents. Specifically, we are encouraging communities to place this information on their Web sites and in their periodic newsletters.

Like you, we're committed to assisting our customers in the best way possible. I would also like to take this opportunity to get your feedback on our streetlight maintenance and repair services. Please take a minute to tell us more about how your lighting needs can be better served. To complete the survey, simply go online at: <http://www.zoomerang.com/survey.zgi?p=WEB226RE5M6HEC>

The safety, security and aesthetics provided by the streetlights in your community are as important to us as it is to you and your residents. With your help, we can streamline processes related to reporting outages and requesting repairs for street lighting and ensure every report is responded to properly and in a timely manner.

If you would like to provide more information or if you have questions or comments, please contact me at 313.235.7403 or hendersone@dteenergy.com.

Sincerely,

Edward Henderson, P.E.
Manager
Community Lighting
Detroit Edison

(1) Enclosure

Please help us educate your residents by including the following information in the communications you provide to your residents, such as your Website and periodic newsletters.

The *[Insert Your Community Name Here]* has been working with Detroit Edison's Community Lighting group to expedite the repair and maintenance of the streetlights in our community. In the event of a streetlight outage, please call the *[Insert Your Community Name Here]* Department of Public Works at *[Insert Your Phone Number Here]*, Monday – Friday, *[Insert Your Office Hours]* with the following information:

1. A specific streetlight location (i.e., the nearest cross roads, nearby business, etc.).
2. Whether the pole is wooden or metal.
3. The streetlight pole number (For metal poles it is located at the base of the streetlight pole. For wood poles it is located approximately eight feet up the pole.).
4. Details about the outage (i.e. Light off during the night, light turns on and off at night, light stays on during the day, etc.).

In cases where a pole has been knocked down or any other emergency please call Detroit Edison at **1.800.477.4747**.

City should pay for sidewalk repairs

I see Dexter has proposed spending village money on repairing village sidewalks. It's a shame Ann Arbor requires homeowners to personally pay for the repair of city-owned sidewalks. I thought I paid taxes to maintain city property.

Gene R. Rye, Ann Arbor



July 25, 2007

Property Based Systems

Assessing
Equalization
Local Tax
County Tax
County Delinquent Tax
Delinquent Personal Property
Special Assessments
P.R.E Audit
Drain Assessment
Drain Ledger
Building Department

Fund Accounting Systems

General Ledger
Accounts Payable
Cash Receipting
Miscellaneous Receivables
Payroll
Time Sheets
Purchase Orders
Fixed Assets
Utility Billing

Companion Products

Animal Licensing
Cemetery Management
Business Licensing
Complaint Tracking
Internet Services

Dear Internet Services Customer:

Thank you for your continued support as an Equalizer Internet Services customer. As one of 300 municipalities using the service, you are probably aware by now of its great money and time saving benefits. The popularity of the Internet Services (IS) application has continued to expand, not only with Michigan's local government but also with realtors, title companies and mortgage companies throughout Michigan and across the nation. From July 1, 2006 to June 30, 2007 BS&A Software processed more than 9.2 million data retrievals through the service.

The following page(s) include your municipality's annual statistics broken down by service type (property & land, current tax, utility billing, delinquent tax), and reports the number of hits your site has received from July 1, 2006 to June 30, 2007.

You can easily generate your own reports anytime you need to by going to the Administration page on the site and selecting '**User Data Retrievals**'. Click on '**Download Data**' and choose '**Totals by Service**' under the Report Type list to generate your report.

Be sure to check out the directory listing of all participating municipalities at <http://directory.is.bsasoftware.com>. If you have any questions about your report or your service in general, please feel free to contact our IS Support Team at 517.641.8900 or via email at IS@bsasoftware.com.

Thank you,

Internet Services Support Team
BS&A Software

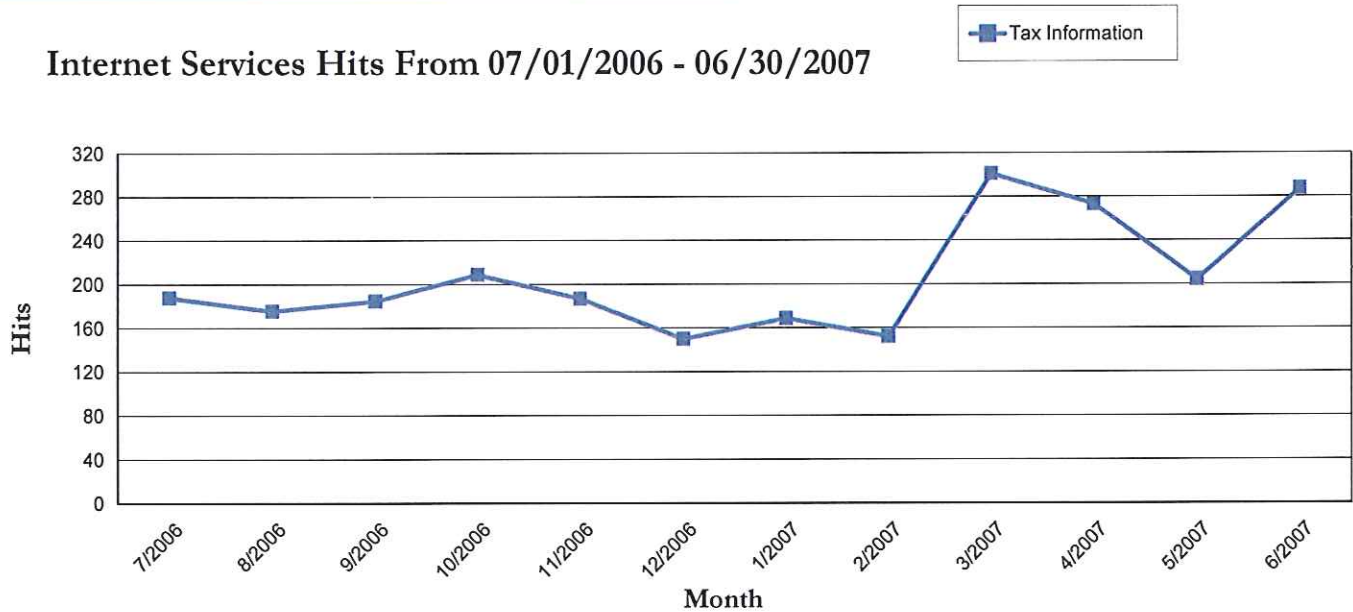
14965 ABBEY LANE
BATH, MI 48808
517.641.8900
517.641.8960 FAX

www.bsasoftware.com

Offering unparalleled client service and support while continuously perfecting our software applications...all at a fair and reasonable price

Village of Dexter

Internet Services Hits From 07/01/2006 - 06/30/2007



Tax Information

July 2006	188
August 2006	176
September 2006	185
October 2006	209
November 2006	187
December 2006	150
January 2007	169
February 2007	152
March 2007	301
April 2007	273
May 2007	204
June 2007	287
Year Total	2,481

GRAND TOTAL HITS

2,481

The impact of poor zoning decisions

Michael Bogren

Municipalities make thousands of decisions every year involving land use issues. These decisions may be the result of a comprehensive change in a zoning ordinance, or they may be the result of one property owner bringing an issue before the Planning Commission, the Zoning Board of Appeals (ZBA) or the council. The overwhelming majority of these decisions are made without fanfare or publicity and pass out of the public eye. The reason for that is because the decision was made after providing appropriate notice, giving the interested parties an opportunity to be heard on the issue, and applying the correct standards in making the decision. However, when a decision is made without providing the proper procedural safeguards, or when the proper standards are not used in making the decision, trouble in the nature of a lawsuit often follows. This article will discuss the risks that municipalities face when the proper standards are not applied in making a zoning decision.

The following examples are based on real cases. The actual names of the municipalities will not be used, and the facts have been changed slightly so as not to allow easy identification of those involved.

Case # 1

The ABC Development Company was involved in litigation with Omega Township in 2001 over a rezoning issue. ABC sought to have a 100 acre of parcel rezoned from agricultural to multi-family. Omega Township rejected the request, and ABC filed suit. Ultimately, the township entered into a consent judgment and agreed to rezone the property to multi-family. In early 2005, ABC Development applied for and received a tax credit from the federal government

in the amount of \$5,000,000. The tax credit was conditioned upon ABC beginning construction of an affordable housing development project on the 100 acre parcel by October 1, 2005. The project was a permitted use in the multi-family district. ABC presented its site plan to the Planning Commission in early July 2005. The Planning Commission applied the site plan review standards, determined that the site plan fully complied with the standards and unanimously approved the site plan.

The Omega Township Board stepped in and suspended the approval of the site plan based on a section of the zoning ordinance that gave it authority to "review all decisions made under the ordinance." The board ordered ABC to appear before the board in early August for review of the planning commission's decision. When ABC appeared in August, the board tabled the issue and ordered the Planning Department to obtain reports from the Police Chief, the Fire Chief, the head of the DPW, the Superintendent of Schools, the Road Commission and the Drain Commissioner with respect to the impact the housing development would have on "public health, safety and welfare." The Planning Director informed the board that the site plan review process did not allow for the review of such information. ABC objected, arguing that the information the board requested was information that was relevant only to a rezoning, and since the property was already properly zoned, it was irrelevant. The board overruled the objections and directed that the information be presented to the board in September.

At the September meeting the information was submitted to the board. Even though none of the reports concluded that the development would adversely impact

public health, safety and welfare, the board nevertheless denied site plan approval on the basis that the development would have an adverse impact on the schools, on traffic and on public safety. ABC filed suit, but lost the \$5,000,000 tax credit because they could not start construction by October 1, 2005.

Case #2

In 1998 the village of Rome annexed over 300 acres of Alaska Township. At the same time, the village created a new zoning district called the Governmental Use District. The 300-acre parcel annexed from Alaska Township was zoned governmental use, and was referred to as the "County Campus." Among the permitted uses in the district was library, courthouse, animal control, government offices, health department and virtually every other governmental use. The purpose of the new district was to encourage the county to build its facilities in a centralized location. Over the next five years the county constructed a number of new buildings on the site, including a new courthouse, a new sheriff's headquarters with jail, a new health department and a new animal control headquarters. All of these new buildings were submitted to the village council (which also sat as the planning commission) for site plan approval.

In 2004 when the county approached the village with a site plan for building a new library on the site, the village refused to approve the project. The village did not want the library to move out of the central business district. The council stated on the record in denying site plan approval that the library was necessary to maintain the viability of the central business district, and that moving the library

to the County Campus was not in the best interests of the village. The county objected, pointing out that a library was a permitted use in the district, and that the village could only review and apply the site plan criteria in deciding whether to approve or deny the site plan. After the village refused to reconsider its decision the county filed suit.

Results

The result of both cases, not surprisingly, was a judgment against the municipality. Both courts (one case was filed in federal district court, the other in state circuit court) ruled that the municipality had no authority to consider rezoning issues in the site plan review context. Both municipalities had zoning ordinances that allowed site plan review to consider the location of buildings on the site, distances between buildings, set back requirements and similar non-use issues. The issue of whether a particular use would be allowed was decided when the property was zoned. That issue was no longer open for review at the site plan approval stage.

The village of Rome did not incur substantial financial liability for its position. The court did require the village to pay the county's attorney fees for taking what the court determined was a frivolous position in the litigation. The real damage to the village came in the political arena. The county became very adversarial toward the village after the decision on the library.

Omega Township did not fare as well financially. Although the developer was able to obtain a \$4,500,000 tax credit in 2006, the township was required to pay \$500,000 to the developer to make up the difference for the 2005 tax credit. The court also enjoined the township from refusing to issue the necessary approvals to allow the project to proceed, and required

Whiteh
and is j
Michig
West A
heard f
mean h
V
going
the sq
is thir
tricts
tial ne
Musk
"siste
prou
- A/
lead
is ne

se ser
L, P.O
734-6

lil

**


4:

□

△

○

ε


Pontem[®]
SOFTWARE

Software To Fit Your

Cemetery Management
Data/Mapping/Imaging

Fund Accounting Suite
General Ledger/Accounts Payable/
Cash Receipts
Payroll/Utility Billing

Property Tax • QVF Cor
Voter Registration
Dog License

Sales: 888.742.2378
Support: 888.237.8531

Over 25 Years
Experience!

Email: sales@pontem.com
Website: www.pontem.com

Resource Information Associates, Inc.

Invest in yourself *and* your community.



Earning a **Master's degree in Public Administration (MPA)** from Western Michigan University can help you develop leadership and management strengths specific to public policy and administrative processes that you can immediately put action on the job. The MPA program features concentrations such as Nonprofit, Local Government, and State Agency.

Contact a campus below for more information:

WESTERN MICHIGAN UNIVERSITY
EXTENDED UNIVERSITY PROGRAMS

Battle Creek
269.965.5380
bc.wmich.edu

Kalamazoo
269.387.8930
wmich.edu/spaa/

Lansing
517.327.1...
lg.wmich.edu

The Benefits of Western Michigan University... Wherever You

the township to pay the developers' attorney fees.

Both of these situations came about because the municipalities refused to take the advice of their attorneys and planning professionals in terms of what they could and could not consider under the circumstances. However distasteful the municipalities found the particular projects, they could not use the site plan review process as a replacement for a rezoning process. The uses in both cases were permitted as a matter of right. Both municipalities put themselves at risk by refusing to apply the appropriate standards, and by addressing issues

that were not properly before. The risk in both of these situations was easily avoidable. Municipalities rightfully expect that property owners will comply with the requirements of the zoning ordinance. Property owners should be able to expect no less from municipalities.

Michael S. Bogren is the head of the Governmental Law Practice Group at Plunkett & Cooney, and is based in the firm's Kalamazoo office. You may reach Michael at 269-226-8822 or mbogren@plunkettcooney.com.

AGENDA 8-13-07

ITEM I - 1

Treasurer/Finance Director's Report to Council
Fiscal Year 2006/2007
Fourth Quarter

I am pleased to present you with the Treasurer/Finance Director's Report to Council for the fourth quarter of Fiscal Year 2006/2007.

In this report I will give Council a more detailed view of this department's activities, as well as an overview of the Village's financial outlook. As always, if you have any questions, please call me. I would be happy to sit down with you.

Department Activities

2007 Tax Season

Tax bills were sent in July. As Council is aware, there was a due date error on the bills. A notice of correction was included in the July Newsletter, on the July utility bills, and is posted on our website. There was also an article in the Ann Arbor News. I believe that this is sufficient notice to our taxpayers, however I will be monitoring possible delinquencies as we get closer to the due date. 2007 collections as of July 31, 2007 are \$299,249.09, which is higher than the same time in 2006.

Uncollectable delinquent personal property taxes were successfully purged by the Washtenaw Circuit Court on July 18th. One of the invoices being presented to Council for approval is for Robert E. Taub, P.C., which is the attorney that I used for this matter. Mr. Taub is a resident of Scio Township, is a collection attorney by trade, and is well known to me. I plan on using his services in the future if I have to take any of the delinquent personal property taxes to collection.

2006/2007 Audit

The majority of the initial work has been completed for the 2006/2007 audit. Once we have paid the invoices received in August, I will be able to close the books for the year. The audit is currently scheduled to begin after the tax collection due date, in late September.

2007/2008 Budget

I hope to have the text budget document completed by mid-September.

Downtown Development Authority

We have begun the process to transfer the financial records of the DDA into my office. I have attended several meetings with DDA members regarding their budget, future bonding, and other financial items. I am attending the new monthly DDA-related staff meeting, and will be attending their meeting on August 9th, where our financial advisor will be presenting information to the DDA board on bonding. In addition, I am working with DDA leadership to establish procedures for cash management, bill payment, and financial reporting.

DPW Project Reconciliation

I have been in the process of reconciling the DPW project costs in preparation for the final payment. This has involved researching minutes to reconcile Village records to the contractor's records, attending meetings with Village staff and the contractor's representative, and searching files for relevant change orders.

Assistant Village Manager Search

I am a member of the assistant village manager search committee, which has met to interview candidates on August 2nd and 3rd.

Education and Committee Memberships

- There has not been any significant meetings or seminars this quarter.

Fiscal Year 2006/2007 Fourth Quarter Revenues and Expenditures

The Revenue/Expenditure Report is used to track how our revenue and expenditures compare to our budget. A general rule of thumb is that each quarter represents 25% of the budget, although certain departments may spend all of their budget at one time. I will give you an overview of the different funds, then I will detail areas of concern.

The following is a summary of the revenues and expenditures for the Fourth quarter:

Fund 101 - General Fund				
			QTD Actual	% of Budget
Revenue			\$ 3,215,634.94	102.5%
Expenditures			\$ 2,422,725.29	92.8%
	Village Council		\$ 33,992.92	92.1%
	Village Manager		\$ 237,392.35	91.1%
	Finance Department		\$ 13,583.21	87.6%
	Attorney		\$ 27,322.44	49.5%
	Village Clerk		\$ 3,444.97	94.4%
	Village Treasurer		\$ 90,594.88	98.5%
	Buildings & Grounds		\$ 60,847.98	92.9%
	Village Tree Program		\$ 45,205.03	90.4%
	Law Enforcement		\$ 384,090.10	98.0%
	Fire Department		\$ 342,784.13	97.8%
	Planning Department		\$ 104,059.54	93.8%
	Zoning Board of Appeals		\$ 401.65	23.6%
	Dept of Public Works		\$ 176,527.79	95.8%
	Downtown Public Works		\$ 61,590.66	97.8%
	Storm Water		\$ 4,575.00	69.3%
	Engineering		\$ 8,169.38	81.7%
	Municipal Street Lights		\$ 53,573.62	97.4%
	Solid Waste		\$ 469,105.78	98.7%
	Parks & Recreation		\$ 37,016.52	98.4%
	Long Term Debt		\$ 35,991.25	72.0%
	Insurance & Bonds		\$ 66,254.77	95.3%
	Contributions		\$ 46,516.27	99.9%
	Capital Improvements		\$ 76,894.11	99.9%
	Transfers Out		\$ 42,790.94	42.8%

Fund 101 ended the year with no budget overages, since necessary amendments were made prior to fiscal year end. Revenues came in higher than budgeted, with significant line items being: Delinquent Personal Property Taxes (+\$6,951), Tax Penalties & Interest (+\$6,956), Cable Franchise Fees (+\$10,815), Enterprise Admin Fees (+\$23,593), and Other Revenue (+\$8,470). A majority of the expenditure departments were at 90% or above, with overall expenditures at 92.8%, showing that the Village was spending their resources as budgeted.

Fund 202 - Major Streets Fund				
			QTD Actual	% of Budget
Revenue			\$ 218,246.01	73.5%
Expenditures			\$ 217,658.68	73.6%
Administration			\$ 69.30	69.3%
Contracted Road Construction			\$ 71,257.19	54.8%
Routine Maintenance			\$ 76,530.93	97.1%
Traffic Services			\$ 27,697.28	95.2%
Winter Maintenance			\$ 42,103.98	72.8%
Fund 203 - Local Streets Fund				
			QTD Actual	% of Budget
Revenue			\$ 924,360.32	68.1%
Expenditures			\$ 862,941.60	63.6%
Administration			\$ 42.59	42.6%
Contracted Road Construction			\$ 750,669.94	61.5%
Routine Maintenance			\$ 63,925.26	95.3%
Traffic Services			\$ 12,524.68	61.4%
Winter Maintenance			\$ 35,779.13	71.7%
Fund 204 - Municipal Streets Fund				
			QTD Actual	% of Budget
Revenue			\$ 621,824.56	105.0%
Expenditures			\$ 943,734.96	67.8%
Administration			\$ 30,335.71	97.9%
Transfers Out			\$ 913,399.25	67.2%

The Street funds were within budget. The increase in revenue over budget in Municipal Streets was due to increased interest earnings.

Fund 590 - Sewer Fund				
			QTD Actual	% of Budget
Revenue			\$ 956,704.15	86.6%
Expenditures			\$ 1,384,772.25	84.3%
	Administration		\$ 75,666.48	98.0%
	Sewer Utilities		\$ 587,191.59	99.0%
	Long-Term Debt		\$ 395,619.05	98.1%
	Contingencies		\$ -	0.0%
	Capital Improvements		\$ 326,295.13	59.3%
Fund 591 - Water Fund				
			QTD Actual	% of Budget
Revenue			\$ 628,297.32	89.5%
Expenditures			\$ 618,056.46	66.2%
	Administration		\$ 81,898.95	98.1%
	Water Utilities		\$ 268,271.24	91.5%
	Long-Term Debt		\$ 190,337.50	94.0%
	Contingencies		\$ -	0.0%
	Capital Improvements		\$ 77,548.77	22.2%

Sewer and water funds were also within budget.

Miscellaneous Funds

All miscellaneous funds were within budget.

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/07	Status of Cash
General Fund				
Cash	TCF Pooled	General operating	\$ 296,495.85	Unrestricted
TCF Bank CD	TCF Bank	General operating - matures 8-28-07	\$ 400,000.00	Unrestricted
Chelsea Bank CD	Chelsea Bank	General operating - matures 7-31-07	\$ 190,740.48	Unrestricted
United Bank CD	United Bank	General operating - matures 7-10-07	\$ 252,560.68	Unrestricted
Building Reserve Account	TCF Pooled	Reserved for future building project	\$ 29,157.16	Restricted
Petty Cash	Office	Small cash purchases	\$ 50.00	Unrestricted
Facilities Bond Debt	National City Bank	Debt retirement	\$ 36,475.90	Restricted
Main Street Bridge Project	TCF Pooled	Bridge project	\$ 359,785.35	Restricted
Park Endowment Fund	Nat City Parks & Recreation	General parks use	\$ 22,592.44	Restricted
Park Endowment - Trees	Nat City Parks & Recreation	Reserved for tree related activities	\$ 20,702.57	Restricted
Park Endowment - Wellfield	Nat City Parks & Recreation	Reserved for Wellfield Park	\$ -	Restricted
Property Tax Savings	TCF Property Tax Savings	Clearing account for undistributed tax collections	\$ 101,122.52	Restricted*
Property Tax Checking	TCF Property Tax Checking	Used to distribute taxes and make refunds	\$ 1,500.00	Unrestricted
Subtotal Unrestricted			\$ 1,141,347.01	
Subtotal Restricted			\$ 569,835.94	
Total General Fund			\$ 1,711,182.95	

*This account contains undistributed taxes collections

Major Streets Fund				
Cash	TCF Pooled	General operating for major streets activities	\$ 4,188.95	Unrestricted
Cash - Savings	TCF Major & Local Streets	General operating for major streets activities	\$ 31,045.97	Unrestricted*
Ann Arbor Street (Pooled)	TCF Pooled	Reserved for Ann Arbor Street improvements	\$ 67,192.15	Restricted
Subtotal Unrestricted			\$ 35,234.92	
Subtotal Restricted			\$ 67,192.15	
Total Major Streets Fund			\$ 102,427.07	

*These funds come from the State in the form of Act 51 payments. I move money to the cash (pooled) account as needed. If we need more than what is available in this account, I will transfer funds from the Municipal Streets accounts, which is part of the budget.

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/07	Status of Cash
Local Streets Fund				
Cash	TCF Pooled	General operating for major streets activities	\$ 1,480.66	Unrestricted
Cash - Savings	TCF Major & Local Streets	General operating for major streets activities	\$ 8,697.79	Unrestricted*
ROW Account (Pooled)	TCF Pooled	Reserved for ROW activities	\$ 45,279.02	Restricted
Subtotal Unrestricted			\$ 10,178.45	
Subtotal Restricted			\$ 45,279.02	
Total Local Streets Fund			\$ 55,457.47	

*These funds come from the State in the form of Act 51 payments. I move money to the cash (pooled) account as needed. If we need more than what is available in this account, I will transfer funds from the Municipal Streets accounts, which is part of the budget.

Municipal Streets Fund

Cash	TCF Pooled	Available for transfer to Major & Local Streets	\$ 780,115.42	Unrestricted
Subtotal Unrestricted			\$ -	Unrestricted
Subtotal Restricted			\$ 780,115.42	
Total Municipal Streets Fund			\$ -	
			\$ 780,115.42	

Streetscape Debt Service Fund

Cash	TCF Pooled	Tax collections for GO Bond payments	\$ 23,182.25	Restricted
Streetscape Debt Retire	Nat City Streetscape	Special Assessments for bond payments	\$ 147,924.41	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 171,106.66	
Total Streetscape Debt Service Fund			\$ 171,106.66	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/07	Status of Cash
Special Projects Fund				
2007 Bond Money Market	Fifth-Third Bank	Reserved for facilities improvements	\$ 664,979.71	Restricted
Subtotal Restricted			<u>\$ 664,979.71</u>	
Total Special Projects Fund			<u>\$ 664,979.71</u>	
Equipment Replacement Fund				
Cash	TCF Pooled	Reserved for major DPW equipment purchases	\$ 182,532.49	Restricted
Subtotal Restricted			<u>\$ 182,532.49</u>	
Total Equipment Replacement Fund			<u>\$ 182,532.49</u>	
Sewer Enterprise Fund				
Cash	TCF Pooled	Sewer operating	\$ 58,723.00	Unrestricted
Sewer Debt Surcharge	TCF Pooled	Reserved for outstanding sewer debt payments	\$ 72,283.01	Restricted
RD Sewer Debt Retirement	Nat City RD Sewer Debt	Reserved for RD Sewer bond payments	\$ 147,219.26	Restricted
RD Sewer Bond Reserve	Nat City RD Sewer Bond	Reserved for RD Sewer final year bond payment	\$ 72,588.51	Restricted
RD Sewer Repair & Improve	Nat City RD Sewer R&I	Reserved for infrastructure & equipment replacement	\$ 97,093.86	Restricted
NE Sewer Debt Retirement	Nat City NE Sewer Debt	Reserved for NE Sewer debt retirement	\$ 256,311.31	Restricted
NE Sewer Debt CD	United Bank & Trust	Reserved for NE Sewer debt retirement - Matures 11/25/06	\$ -	Restricted
Sewer Tap Fees Account	TCF Sewer & Water	Tap fees to be redistributed at end of year	\$ 435,153.37	Unrestricted
Subtotal Unrestricted			<u>\$ 493,876.37</u>	
Subtotal Restricted			<u>\$ 645,495.95</u>	
Total Sewer Enterprise Fund			<u>\$ 1,139,372.32</u>	

**Village of Dexter
Cash Accounts**

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/07	Status of Cash
Water Enterprise Fund				
Cash	TCF Pooled	Water operating	\$ 148,936.51	Unrestricted
RD Water Debt Retirement	Nat City RD Water Debt	Reserved for RD Water bond payments	\$ 486,054.45	Restricted
RD Water Bond Reserve	Nat City RD Water Bond	Reserved for RD Water final year bond payment	\$ 94,322.65	Restricted
RD Water Repair & Improve	Nat City RD Water R&I	Reserved for infrastructure & equipment replacement	\$ 34,734.84	Restricted
Water Tap Fees Account	TCF Water & Water	Tap fees to be redistributed at end of year	\$ 286,671.56	Unrestricted
Subtotal Unrestricted			\$ 435,608.07	
Subtotal Restricted			\$ 615,111.94	
Total Water Enterprise Fund			\$ 1,050,720.01	
Trust & Agency Fund				
Performance Guarantees	TCF Performance Guarantees	Escrows for development bonds such as tree bonds	\$ 53,440.00	Restricted
Site Plan Review	TCF Pooled	Escrows for payment of development related fees	\$ 80,418.90	Restricted
Tree Escrow	TCF Pooled	Escrows for Tree Replacement	\$ 7,762.50	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 141,621.40	
Total Trust & Agency Fund			\$ 141,621.40	
Payroll Fund				
Cash	TCF Payroll	Funds reserved for payment of accrued benefits	\$ 12,717.71	Restricted
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 12,717.71	
Total Trust & Agency Fund			\$ 12,717.71	

Village of Dexter
Cash Accounts

General Ledger Name	Bank & Account Name	Purpose	Balance 06/30/07	Status of Cash
Economic Development Trust & Agency Fund				
Cash - Savings	TCF Economic Development	CDBG Funds	\$ 62,319.30	Restricted
Cash - Investments	Nat City EDC	CDBG Funds	\$ -	Restricted*
Subtotal Unrestricted			\$ -	
Subtotal Restricted			\$ 62,319.30	
Total Economic Development Trust & Agency Fund			<u>\$ 62,319.30</u>	
*Account was combined with the TCF account and closed.				
Total Unrestricted			\$ 2,896,360.24	
Total Restricted			\$ 3,178,192.27	
Grand Total Cash			<u>\$ 6,074,552.51</u>	

**FY 06/07 Development Deposits
Third Quarter Activity**

Project Name	Starting Balance	Refunds or Planning/Engineering Charges	Village Invoices or Developer Deposits	Ending Balance
Dexter Crossings Phase 4	\$ 1,743.50	\$ 3,700.00	\$ 1,956.50	\$ -
Dexter Crossings-Peters Bldg	\$ 804.00	\$ 804.00	\$ -	\$ -
Boulder Park Phase II	\$ 9,533.50	\$ 9,533.50	\$ -	\$ -
Fireside Home Construction	\$ 72.00	\$ 72.00	\$ -	\$ -
Bishop Condos	\$ 2,158.81	\$ 204.00	\$ -	\$ 1,954.81
Shipman Project	\$ 96.00	\$ 96.00	\$ -	\$ -
Dexter District Library	\$ 150.50	\$ 1,217.00	\$ 20,074.00	\$ 19,007.50
Wallace Project	\$ 265.00	\$ 6,596.75	\$ 6,178.75	\$ (153.00)
UMRC	\$ 31.26	\$ 6,256.75	\$ 7,949.50	\$ 1,724.01
Dexter Wellness Center	\$ -	\$ 6,556.25	\$ 9,704.25	\$ 3,148.00
Mill Creek Building/Schultz	\$ -	\$ 3,102.00	\$ 3,100.00	\$ (2.00)
K-Space Associates	\$ -	\$ -	\$ 3,200.00	\$ 3,200.00

VILLAGE OF DEXTER

8140 Main Street Dexter, MI 48130-1092
MEMO

Phone (734)426-8303 Fax (734)426-5614

To: President Seta and Council Members
From: Donna Dettling, Village Manager
Date: August 13, 2007
Re: VM Report

1. Meeting Review:
 - July 23rd - Meeting to pick finalist for Interviews
 - July 24th - Met with Tom Traciak re: DDA Bonding
 - July 24th - Staff Meeting
 - July 26th - Met with URS, prepare for Dam Removal Q & A Session
 - July 26th - Q & A Dam Removal Session
 - August 1st - Met with MMRMA re: insurance renewal
 - August 1st - Met with Schulz Development
 - August 2nd - Conducted 4 interviews
 - August 3rd - Conducted 1 interview
 - August 3rd - Facility Committee Meeting
 - August 7th - Met with Dexter and Webster Twp re: PSU interlocal agreement
 - August 8th - WATS Technical re: introduce Rhett Gronevelt
 - August 9th - DDA Work Session and Meeting
2. Assistant Village Manager Search Update. Interviews were held with 5 applicants and narrowed to 2 top candidates. Both candidates were visited over lunch and an offer will be made to the one of the candidates. We are in the process of working out an offer, but plan to hold the recommendation until the offer is accepted.
3. Scio Twp & Dexter Village Joint Meeting. A copy of the agenda for the joint working session with Scio Township scheduled for this Wednesday, August 15th is attached to my report. The blue binder with all the supporting documents for this meeting was delivered last week. Please let me know if any of you did not receive it.
4. Liability and Property Insurance renewal. The July 1st insurance renewal premium was 1.6% less than last year. The 2006/07 premium \$67,971 and the 2007/08 premium \$66,877. The Village will also receive a one-time fund distribution from MMRMA this year in the amount of \$5,089.
5. Adopted Budget 2007/08. Included separate in your packet is a copy of the adopted 2007/08 Budget. It is staff's intention to have the "Formal" bound, color document to you by the September 24th meeting.
6. CMAQ Downtown Signal Retiming Project. An update of the Signal-retiming project is attached to my report. The agreement has not been ratified by MDOT, which simply means we can't submit for reimbursements, however the equipment is ordered and ready to be installed. I have asked Jim Valenta to provide a written timeline for installation and the completion date of the project.

7. Draft City Petition. Due to conflicts in scheduling tasks I have been unable to complete a draft City Petition.
8. DPW Facility Open House. We are still working on a date for the Open House. Other dates offered up were Saturday, August 25th or prior to the August 27th Council meeting or the 3rd Monday, August 20th, however there were conflicts with each of these dates from several of you. Ed has asked that we wait until September. How does prior to the first meeting in September the 10th work for everyone, or Saturday September 15th. **I would like to confirm a final date for the Open House at the meeting tonight.**
9. Mill Creek Dam Release Agreement. Dan Schairbaum is reviewing comments from WCRC on the 3-party mutual release agreement. The changes were insignificant, but I wanted our Attorney to review them. Mr. Schairbaum is also working to set up a meeting with the Ford Land Development Attorney, Diane Morris and the WCRC.
10. Mill Creek Dam Q & A. Mike Donahue is planning to attend the next Council meeting, Monday August 27th to provide an update on the DEQ permit process and other details of the Dam removal and sediment management strategy. The goal is to submit a permit to the DEQ and complete a partial breach of the dam yet this year.
11. Jobs Today Funding. A letter confirming that the Village received the Jobs Today funding is included with my report.

Donna Dettling

From: Jim Valenta [JJV@MIDWESTERNCONSULTING.COM]
Sent: Tuesday, July 31, 2007 1:07 PM
To: Donna Dettling
Cc: Dan Dapprich
Subject: FW: Dexter Job number 100407

Donna:

It looks like you made the July 31 obligation date. I will check with George regarding whether the village can start ordering the equipment. >From what George states here, we can start the revisions as soon as Dexter signs it.

Jim

-----Original Message-----

From: George Masinda [mailto:MasindaG@michigan.gov]
Sent: Tuesday, July 31, 2007 9:02 AM
To: Jim Valenta
Subject: Dexter Job number 100407

Jim:

Just a short email note to let you know that we did obtain obligation for the Dexter CMAQ projet.

It is job number 100407A
Control Section CMG 81104
Fed Project number CMG-0781(032)
Fed Item JJ2848

I do not have a obligation date but it should be 7-31-07 plus or minus a couple days.

I have requested an agreement be prepared this morning so keep me informed of its progress (when Dexter signs it and returns it).

Please note that I may have given you false information in the last email. I have double checked and here is the correct information.

You can begin incurring costs after the obligation date but you can not submit them for reimbursement until the agreement is ratified by MDOT.

If I can be of further assistance, please contact me at 517 373 9450.

Sincerely,
George

George C. Masinda, PE
MDOT Local Agency Programs
517 373 9450

Donna Dettling

From: Joe Semifero [jrsemifero@yahoo.com]
Sent: Tuesday, August 07, 2007 7:09 PM
To: Donna Dettling; Jim Seta
Cc: Jim Carson; boyle; P. Cousins; Tell; Shawn Keough; Donna Fisher
Subject: Agenda Item - Light Timing

I would like to request an item be added to the agenda for next Monday's meeting - Light Timing at Broad / Main and Main / Baker.

If the grant for the lights to be upgraded is not completed and the new equipment installed, I would like us to change the timing of the lights to better accommodate the traffic before the end of August.

I believe the light at Baker was timed 30 sec for Main, 30 sec for Baker, and the light at Broad was on an 18 second Broad / 42 second Main cycle. Since the intent of the new timing system was to significantly extend the green in the Main Street direction, I would proposed the Main green be changed to Baker green 60 sec / Main green 60 sec and Broad green 18 seconds / Main green 1 min 42 sec. This would need to be checked out with the model we already had done based on the traffic counts in town previously and concurred by a traffic engineer.

This also depends on the status of the grant and the timing of the new equipment being implemented.

I would like to discuss this and get Council's feedback and possibly make a motion to take action in the very near future.

Thanks,

Joe Semifero

8/7/2007



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

June 24, 2007

Ms. Donna Dettling
Village of Dexter
8140 Main Street
Dexter, Michigan 48130-1092

Dear Ms. Dettling:

Village of Dexter
Dexter Ann Arbor Road - Dan Hoey to Meadowview

Your application for Jobs Today funding has been received. A review of the above referenced project indicates that the criteria has been met for funding, according to PA 0139 of 2006, PA 0140 of 2006 and PA 0141 of 2006, and *your project has been selected for Jobs Today matching funds.*

In order to receive the eligible Local Jobs Today matching funds, the local agency must ensure the remaining following steps are completed.

The local agency must work with their planning unit of government (the Rural Task Force or Metropolitan Planning Organization (MPO)) to advance the project from the future identified fiscal year to fiscal year 2007 or 2008; and show the project as an advance construction project for 2007 in the current State Transportation Improvement Plan (STIP) which covers fiscal year 2006 through fiscal year 2008. The project will also need to be shown in the fiscal year the federal aid conversion is to occur in the future on the next STIP which covers fiscal year 2008 through fiscal year 2011.

The project design must be initiated and a preliminary design package submitted to MDOT to hold a grade inspection. Grade Inspections must be scheduled with the Local Agency Programs Unit prior to December 14, 2007. The final bid package for the April 4, 2008 letting must be submitted by January 25, 2008. This includes any clearance required for the project (permits, right-of-way, State Historic Preservation Office, State Transportation Improvement Plans (STIP) requirement, etc.).

The department will make a loan available for the federal aid portion of the project if requested. The local agency will be given a choice to pay a deposit for the project or obtain a loan for the unavailable federal aid at the time of advertising for bids. If the local agency requests a loan, the interest rate for the loan will be 4%. Interest will start to accrue as contractor bills are incurred.

Ms. Donna Dettling
Page 2
June 24, 2007

The interest will not be an eligible project cost and will be billed once a year (approximately October each year). If the local agency chooses to request a loan, the loan will be converted to federal aid as soon as the federal funding for the project is available and MDOT has received a signed loan agreement from the local agency. If the local agency elects to use a deposit, the local agency will need to request conversion of the project to federal aid.

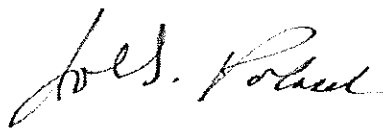
The following are estimated dollar amounts based on the current approved STIP amount.

STPU	\$339,000
Jobs Today Match (Maximum of 25% Fed Share)	\$84,750
Non-Participating Costs	\$36,250
Estimated Total Project Cost	\$460,000

Please review this funding information to verify that it is correct. Local Agency Program staff will be contacting your office soon regarding grade inspections and final project submission dates. **Please note that final plans will need to be submitted prior to January 25, 2008**

Information addressing frequently asked questions regarding the Jobs Today loan program is enclosed. If you are interested in obtaining a loan for the federal aid associated with this project, please complete the enclosed loan application and fax or e-mail the form to Rob Whaley, prior to submittal of final plans. If you have additional questions regarding the Jobs Today program, please contact Rob Whaley at 517-373-2286, by e-mail at whaleyr@michigan.gov, or by fax at 517-335-3234.

Sincerely,



John S. Polasek, Director
Bureau of Highway Development

Enclosures

AGENDA 8-13-07

ITEM 5-1

13-Aug-07

SUMMARY OF BILLS AND PAYROLL

Payroll Check Register	08/01/07	31,535.99	Bi-weekly payroll processing
------------------------	----------	-----------	------------------------------

\$31,535.99 GROSS PAYROLL TOTAL

Account Payable Check Register	08/14/07	\$128,972.37	
--------------------------------	----------	--------------	--

\$160,508.36 TOTAL BILLS & PAYROLL EXPENDED ALL FUNDS

Summary Items from Bills & Payroll

Amount

Comments

ALL PAYABLES ARE WITHIN ACCEPTABLE BUDGET LIMITS
DETAIL VENDOR LIST AND ACCOUNT SUMMARY PROVIDED

"This is the summary report that will be provided with each packet. Approval of the total bills and payroll expended, all funds will be necessary."

VENDOR APPROVAL SUMMARY REPORT

Date: 08/09/2007

Time: 2:48pm

Page: 1

Village of Dexter

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
ALEXANDER CHEMICAL CORPORATION	ALEXANDER	CHEMICALS	1,356.00	0.00
AT&T	AT&T	734 426 8303 4946	2,641.59	0.00
BEST BLOCK COMPANY	BEST BLOCK	MORTAR	45.14	0.00
CARDINAL GARDENS	CARDINAL	GENERAL GROUND WORK	400.00	0.00
CARLISLE-WORTMAN ASSOCIATES	CARL-WORT	DEXTER FITNESS CENTER	1,885.00	0.00
CARRIER & GABLE, INC.	CARRIER	DETECTOR	624.00	0.00
CHAMPION WATER TREATMENT	CHAMPION W	DPW	38.25	0.00
CINTAS CORPORATION	CINTAS	DPW	825.70	0.00
COMCAST	COMCAST	VILLAGE OFFICE	285.00	0.00
COMFORT ZONE MECHANICAL	COMFORT ZO	MAINTENANCE	185.00	0.00
CORRIGAN OIL COMPANY	CORRIGAN O	DIESEL	2,613.37	0.00
D&H ASPHALT	D&H ASPHAL	COMMERCIAL PAVING	3,710.00	0.00
DAN DAPPRICH	DAPPRICH	TROUBLE SHOOT	300.00	0.00
DEPT. OF ENVIRN. QUALITY	DEQ	PUMPHOUSE	64.00	0.00
DEXTER CARDS & GIFTS SHOP	DEX CARDS	OFFICE SUPPLIES	7.35	0.00
DEXTER MILL	DEX MILL	WEED KILLER	83.09	0.00
DEXTER PHARMACY	DEX PHARMA	SHIPPING	9.55	0.00
DEXTER SENIOR CITIZENS CENTER	DEX SENIOR	RENT	200.00	0.00
DIUBLE EQUIPMENT INCORPORATED	DIUBLE EQU	MOWER CAP	78.01	0.00
ANDREA DORNEY	DORNEY/AND	SHIPPING	36.90	0.00
DTE ENERGY	DET EDISON	3219 953 0017 5	10,348.64	0.00
DTE ENERGY OUTDOOR LIGHTING	DTE OUTDOO	3219 953 0018 3	10.38	0.00
DTE ENERGY-STREET LIGHTING	DTE ENERGY	0000-7727-1	4,241.33	0.00
ELITE ELECTRONICS INC	ELITE ELEC	DPW BUILDING	1,643.00	0.00
ENGAN-TOOLEY-DOYLE & ASSOC.	ENGAN	PET LITTER BAGS	268.00	0.00
ENVIRO SIGNS	ENV SIGNS	SIGN	2,105.00	0.00
GRISSOM JANITORIAL	GRISSOM	JULY SERVICE	320.00	0.00
HACKNEY HARDWARE	HACKNEY	FLORESCENT LIGHT	591.54	0.00
HERITAGE NEWSPAPERS	HERITAGE N	ZONING	612.50	0.00
IDEXX DISTRIBUTION CORP	IDEXX DIST	PO #785	720.60	0.00
JOHN'S SANITATION	JOHNS SAN	PARKS	375.00	0.00
KENCO, INC.	COUNTRY MA	CALGON	15.57	0.00
KLAPPERICH WELDING	KLAPPERICH	WELDING	488.00	0.00
LESSORS WELDING SUPPLY	LESSORS	ACETYLENE	12.75	0.00
EDWARD A. LOBDELL	LOBDELL/ED	PRESCRIPTION RE-IMBURSEMENT	62.99	0.00
MARK HANSELMAN, DDS	HANSELMAN	PATIENT: ALLISON BISHOP	53.00	0.00
MASTERCRAFT PLUMBING	MASTERCRAF	WESTRIDGE GENERATOR	730.92	0.00
MCI	MCI	LONG DISTANCE	14.04	0.00
MICHIGAN ECONOMICS DEVELOPERS	MI ECO DEV	2007 ANNUAL FEE	250.00	0.00
MIDWESTERN CONSULTING	MIDWEST		492.80	0.00
MML WORKERS COMPENSATION FUND	MML	POLICY PREMIUM	6,466.00	0.00
NATIONAL CITY BANK	NAT CITY P	LEASE AGREEMENT	700.00	0.00
NETWORKING REPORTING	NETWORK RE	public hearing	134.88	0.00
NEXTEL COMMUNICATIONS	NEXTEL COM	service peiod 06/07-07/06-07	378.10	0.00
ORCHARD, HILTZ & MCCLIMENT INC	OHM	PROJECT # 0130-07-0011	47,791.75	0.00
PARTS PEDDLER AUTO SUPPLY	PARTS PEDD	HD BELT	191.38	0.00
PRINT-TECH, INC.	PRINT TECH	NEWSLETTER	1,055.66	0.00
ROBERT TAUB	ROBERT TAU	PURGE DELINQUENT POPERTY TAXES	1,072.00	0.00
ROMINE LAWN CARE	ROM LAWN C	316 CAMBRIDGE	45.00	0.00
S.F. STRONG	SF STRONG	LINERS	269.97	0.00
STAEDTLER	STAEDTLER	RULER	1.73	0.00
STAPLES BUSINESS ADVANTAGE	STAPLES OF	SUPPLIES	253.60	0.00
STERN- WILLIAMS CO	STERN-	C CLIPS	51.59	0.00
TECH RESOURCES, INC.	TECH RESOU	ON SITE TECHNICIAN	705.55	0.00
THOMAS L STRINGER	STRINGER	LEGAL SERVICE	884.00	0.00
UNITED STATES POSTAL SERVICE	USPS	POSTAGE METER	800.00	0.00
US FLAGPOLE INC.	US FLAGPOL	FLAGPOLE	420.00	0.00
WASHTENAW COUNTY SOIL EROSION	SOIL EROSI	DPW SITE	260.00	0.00
WASHTENAW COUNTY TREASURER	W CTY TREA	LAW ENFORCEMENT	26,910.82	0.00
WESERN WASH. AREA VALUE EXP.	WAVE	DOOR TO DOOR	1,416.33	0.00
BRUCE WHITLEY	WHITLEY/BR	PRESCRIPTION REIMBURSEMENT	20.00	0.00
WILLIAMS & WORKS, INC.	WILLIAMS &	PROFESSIONAL SERVICES	400.00	0.00
Grand Total:			128,972.37	0.00

*Certified Business
Park Program*

INVOICE APPROVAL LIST BY FUND

Date: 08/09/2007

Time: 2:52pm

Page: 1

Village of Dexter

Fund Department Account	GL Number Abbrev	Vendor Name Invoice Description	Check Number	Invoice Number	Due Date	Amount
Fund: General Fund						
Dept: Village Council						
101-101.000-901.000	Printing &	PRINT-TECH, INC. NEWSLETTER	0	180836	08/08/2007	1,055.66
101-101.000-943.000	Council Ch	DEXTER SENIOR CITIZENS CENTER RENT	0	08/06/07	08/06/2007	150.00
101-101.000-958.000	Membership	MICHIGAN ECONOMICS DEVELOPERS 2007 ANNUAL FEE	0	4194	08/07/2007	250.00
Total Village Council						1,455.66
Dept: Village Manager						
101-172.000-901.000	Printing &	HERITAGE NEWSPAPERS WATER REPORT	0	1902174	08/08/2007	333.50
Total Village Manager						333.50
Dept: Attorney						
101-210.000-810.000	Attorney F	THOMAS L STRINGER LEGAL SERVICE	0	08/08/07	08/08/2007	884.00
101-210.000-810.000	Attorney F	ROBERT TAUB PURGE DELINQUENT POPEPTY TAXES	0	08/08/07	08/08/2007	1,072.00
Total Attorney						1,956.00
Dept: Buildings & Grounds						
101-265.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE OFFICE SUPPLIES	0	3087975443	08/08/2007	204.40
101-265.000-727.000	Office Sup	STAPLES BUSINESS ADVANTAGE SUPPLIES	0	3087975445	08/08/2007	33.44
101-265.000-727.000	Office Sup	DEXTER CARDS & GIFTS SHOP OFFICE SUPPLIES	0	1113	08/08/2007	7.35
101-265.000-727.000	Office Sup	S.F. STRONG LINERS	0	140622-00	08/09/2007	269.97
101-265.000-728.000	Postage	UNITED STATES POSTAL SERVICE POSTAGE METER	0	08/08/07	08/08/2007	400.00
101-265.000-920.000	Utilities	DTE ENERGY 2949 542 0004 3	0		08/08/2007	8.78
101-265.000-920.000	Utilities	DTE ENERGY 2949 542 0005 0	0		08/09/2007	166.88
101-265.000-920.000	Utilities	DTE ENERGY 3427 979 0003 8	0		08/09/2007	8.78
101-265.000-920.000	Utilities	DTE ENERGY 3219 953 0007 6	0		08/09/2007	297.70
101-265.000-920.001	Telephones	AT&T 734 426 8303 4946	0		08/03/2007	800.66
101-265.000-920.001	Telephones	COMCAST VILLAGE OFFICE	0	08/06/07	08/06/2007	95.00
101-265.000-920.001	Telephones	NEXTEL COMMUNICATIONS service peiod 06/07-07/06-07	0	08/07/07	08/07/2007	111.22
101-265.000-935.001	Office Cle	GRISSOM JANITORIAL JULY SERVICE	0	144	08/06/2007	320.00
101-265.000-936.000	Equip Serv	COMFORT ZONE MECHANICAL MAINTENANCE	0	4563	08/08/2007	185.00
101-265.000-943.001	Office Spa	NATIONAL CITY BANK LEASE AGREEMENT	0	08/07/07	08/07/2007	700.00
101-265.000-955.000	Miscellaneous	CINTAS CORPORATION VILLAGE OFFICE	0	300549564	08/03/2007	45.30
101-265.000-955.000	Miscellaneous	CINTAS CORPORATION VILLAGE OFFICE	0	300538058	08/03/2007	45.30
101-265.000-955.000	Miscellaneous	HACKNEY HARDWARE CORD	0	784992	08/06/2007	11.99
101-265.000-955.000	Miscellaneous	HACKNEY HARDWARE KLEENEX	0	784034	08/06/2007	6.77
101-265.000-955.000	Miscellaneous	ROMINE LAWN CARE 316 CAMBRIDGE	0	155	08/08/2007	45.00
101-265.000-977.000	Equipment	ENVIRO SIGNS SIGN	0	01 20568	08/06/2007	2,105.00
Total Buildings & Grounds						5,868.54
Dept: Village Tree Program						
101-285.000-803.000	Contracted	MIDWESTERN CONSULTING TASK 00600	0	03088A-45	08/07/2007	77.00
Total Village Tree Program						77.00

INVOICE APPROVAL LIST BY FUND

Date: 08/09/2007

Time: 2:52pm

Page: 2

Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	Amount
Account		Abbrev	Invoice Description	Number	Number	Date	
Fund: General Fund							
Dept: Law Enforcement							
101-301.000-803.000	Contracted		WASHTENAW COUNTY TREASURER LAW ENFORCEMENT	0	15052	08/08/2007	26,910.82
Total Law Enforcement							26,910.82
Dept: Planning Department							
101-400.000-721.000	Health & L		MARK HANSELMAN, DDS	0	08/06/07	08/06/2007	53.00
101-400.000-727.000	Office Sup		PATIENT: ALLISON BISHOP STAEDTLER	0	08/08/07	08/08/2007	1.73
101-400.000-802.000	Profession		RULER CARLISLE-WORTMAN ASSOCIATES	0	08/08/07	08/03/2007	390.00
101-400.000-901.000	Printing &		MAY SERVICES HERITAGE NEWSPAPERS	0	27793	08/08/2007	279.00
101-400.000-955.000	Miscellaneous		ZONING HACKNEY HARDWARE	0	1904105	08/06/2007	1.98
101-400.000-977.000	Equipment		PAINT TECH RESOURCES, INC.	0	784682	08/08/2007	705.55
ON SITE TECHNICIAN							5993
Total Planning Department							1,431.26
Dept: Department of Public Works							
101-441.000-721.000	Health & L		BRUCE WHITLEY	0	08/08/07	08/08/2007	20.00
101-441.000-740.000	Operating		PRESCRIPTION REIMBURSEMENT CHAMPION WATER TREATMENT	0	08/08/07	08/03/2007	8.50
101-441.000-740.000	Operating		DPW	0	36075	08/03/2007	8.50
101-441.000-740.000	Operating		CHAMPION WATER TREATMENT DPW	0	36167	08/03/2007	8.49
101-441.000-740.000	Operating		HACKNEY HARDWARE BATTERY	0	785214	08/03/2007	51.96
101-441.000-740.000	Operating		HACKNEY HARDWARE RAKE	0	785184	08/03/2007	13.76
101-441.000-740.000	Operating		HACKNEY HARDWARE NIPPLES	0	784623	08/06/2007	19.16
101-441.000-740.000	Operating		HACKNEY HARDWARE CONCRETE	0	783999	08/06/2007	48.57
101-441.000-740.000	Operating		HACKNEY HARDWARE LAG SCREWS	0	754402	08/08/2007	3.03
101-441.000-740.000	Operating		STAPLES BUSINESS ADVANTAGE DPW	0	3087975444	08/08/2007	12.73
101-441.000-740.000	Operating		STAPLES BUSINESS ADVANTAGE SUPPLIES	0	3087975445	08/08/2007	3.01
101-441.000-740.000	Operating		DIUBLE EQUIPMENT INCORPORATED MOWER CAP	0	08/08/07	08/08/2007	12.75
101-441.000-740.000	Operating		LESSORS WELDING SUPPLY ACETYLENE	0	159250	08/03/2007	65.95
101-441.000-745.000	Uniform Al		CINTAS CORPORATION DPW	0	300535124	08/03/2007	65.95
101-441.000-745.000	Uniform Al		CINTAS CORPORATION DPW	0	300529371	08/03/2007	65.95
101-441.000-745.000	Uniform Al		CINTAS CORPORATION DPW	0	300546608	08/03/2007	65.95
101-441.000-745.000	Uniform Al		CINTAS CORPORATION DPW	0	300540799	08/03/2007	65.95
101-441.000-745.000	Uniform Al		CINTAS CORPORATION DPW	0	300552353	08/09/2007	65.95
101-441.000-751.000	Gasoline &		CORRIGAN OIL COMPANY DIESEL	0	1430323	08/06/2007	721.46
101-441.000-751.000	Gasoline &		CORRIGAN OIL COMPANY DIESEL	0	1471588	08/06/2007	325.49
101-441.000-802.000	Profession		COMCAST DPW	0	08/03/07	08/03/2007	190.00
101-441.000-920.000	Utilities		DTE ENERGY 2949 542 0013 4	0		08/07/2007	5.00
101-441.000-920.001	Telephones		AT&T 734 426 8530 570 8	0	08/03/07	08/03/2007	164.76
101-441.000-920.001	Telephones		NEXTEL COMMUNICATIONS service peiod 06/07-07/06-07	0	08/07/07	08/07/2007	111.20
101-441.000-937.000	Equip Main		PARTS PEDDLER AUTO SUPPLY MEASURE & CHARGE	0	360466	08/08/2007	29.69
101-441.000-937.000	Equip Main		PARTS PEDDLER AUTO SUPPLY PLUGS	0	361060	08/08/2007	126.91

INVOICE APPROVAL LIST BY FUND

Date: 08/09/2007

Time: 2:52pm

Page: 3

Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	Amount
Department	Abbrev	Invoice Description	Number	Number	Date	
Account						
Fund: General Fund						
Dept: Department of Public Works						
101-441.000-939.000	Vehicle Ma	KLAPPERICH WELDING WELDING	0	008230	08/08/2007	488.00
Total Department of Public Works						2,702.72
Dept: Downtown Public Works						
101-442.000-740.000	Operating	HACKNEY HARDWARE TRASH BAGS	0	784275	08/06/2007	12.57
101-442.000-740.000	Operating	HACKNEY HARDWARE FLORESCENT LIGHT	0	784847	08/08/2007	9.98
101-442.000-802.000	Profession	CARDINAL GARDENS GENERAL GROUND WORK	0	08/06/07	08/06/2007	400.00
101-442.000-802.000	Profession	DEXTER SENIOR CITIZENS CENTER RENT	0	08/06/07	08/06/2007	50.00
101-442.000-802.000	Profession	MASTERCRAFT PLUMBING LEAK IN FRONT OF TCF	0	9682	08/07/2007	287.53
101-442.000-920.000	Utilities	DTE ENERGY 2023 733 0001 3	0		08/08/2007	25.18
101-442.000-920.000	Utilities	DTE ENERGY 2949 542 0003 5	0		08/09/2007	38.86
101-442.000-920.000	Utilities	DTE ENERGY 2949 542 0008 4	0		08/09/2007	48.21
101-442.000-920.000	Utilities	DTE ENERGY 2027 649 0001 7	0		08/09/2007	17.17
101-442.000-920.000	Utilities	DTE ENERGY 29449 542 0001 9	0		08/09/2007	39.60
101-442.000-920.000	Utilities	DTE ENERGY 3219 953 0006 8	0		08/09/2007	36.87
101-442.000-920.000	Utilities	DTE ENERGY 3219 953 0017 5	0		08/09/2007	100.87
Total Downtown Public Works						1,066.84
Dept: Municipal Street Lights						
101-448.000-920.003	St Lights	DTE ENERGY-STREET LIGHTING 0000-7727-1	0	08/03/07	08/03/2007	4,241.33
Total Municipal Street Lights						4,241.33
Dept: Solid Waste						
101-528.000-740.000	Operating	HACKNEY HARDWARE LEAF RAKE	0	784510	08/03/2007	25.98
Total Solid Waste						25.98
Dept: Parks & Recreation						
101-751.000-740.000	Operating	DIUBLE EQUIPMENT INCORPORATED AUGER RENTAL	0	44013	08/03/2007	75.00
101-751.000-740.000	Operating	DEXTER MILL WEED KILLER	0	31810	08/03/2007	83.09
101-751.000-740.000	Operating	HACKNEY HARDWARE EYEBOLT	0	784938	08/03/2007	110.93
101-751.000-740.000	Operating	HACKNEY HARDWARE HANDSET	0	784953	08/03/2007	4.49
101-751.000-740.000	Operating	HACKNEY HARDWARE KNIFE	0	785003	08/03/2007	13.99
101-751.000-740.000	Operating	HACKNEY HARDWARE PLIERS	0	785001	08/03/2007	15.97
101-751.000-740.000	Operating	HACKNEY HARDWARE CONCRETE	0	784974	08/03/2007	14.37
101-751.000-740.000	Operating	ENGAN-TOOLEY-DOYLE & ASSOC. PET LITTER BAGS	0	15198	08/07/2007	268.00
101-751.000-740.000	Operating	STERNIS-WILLIAMS CO C CLIPS	0	112512	08/08/2007	51.59
101-751.000-802.000	Profession	US FLAGPOLE INC. FLAGPOLE	0	08/08/07	08/08/2007	420.00
101-751.000-977.000	Equipment	JOHN'S SANITATION PARKS	0	23618	08/06/2007	375.00
Total Parks & Recreation						1,432.43
Dept: Insurance & Bonds						
101-851.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND POLICY PREMIUM	0	8157200	08/07/2007	3,265.33

Page: 4

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	
Account	Account	Abbrev	Invoice Description	Number	Number	Date	Amount
Fund: General Fund							
Dept: Insurance & Bonds							
					Total Insurance & Bonds		3,265.33
Dept: Contributions							
101-875.000-965.001	CATS		WESERN WASH. AREA VALUE EXP.	0		08/08/2007	833.00
			PUBLIC TRANSPORTATION		08/08/07		
101-875.000-965.004	WAVE		WESERN WASH. AREA VALUE EXP.	0		08/08/2007	583.33
			DOOR TO DOOR				
					Total Contributions		1,416.33
Dept: Capital Improvements CIP							
101-901.000-974.004	CIP Salt S		ELITE ELECTRONICS INC	0		08/06/2007	1,643.00
			DPW BUILDING		2199		
					Total Capital Improvements CIP		1,643.00
						Fund Total	53,826.74
Fund: Major Streets Fund							
Dept: Routine Maintenance							
202-463.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		08/07/2007	297.44
			POLICY PREMIUM		8157200		
					Total Routine Maintenance		297.44
Dept: Traffic Services							
202-474.000-802.000	Profession		CARRIER & GABLE, INC.	0		08/06/2007	624.00
			DETECTOR		218526		
202-474.000-802.000	Profession		DAN DAPPRICH	0		08/06/2007	300.00
			TROUBLE SHOOT		100		
202-474.000-802.000	Profession		MIDWESTERN CONSULTING	0		08/07/2007	378.00
			TASK 00700				
202-474.000-802.000	Profession		MIDWESTERN CONSULTING	0		08/07/2007	37.80
202-474.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		08/07/2007	103.46
			POLICY PREMIUM		8157200		
					Total Traffic Services		1,443.26
Dept: Winter Maintenance							
202-478.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		08/07/2007	151.95
			POLICY PREMIUM		8157200		
					Total Winter Maintenance		151.95
						Fund Total	1,892.65
Fund: Local Streets Fund							
Dept: Contracted Road Construction							
203-451.000-803.000	Contracted		ORCHARD, HILTZ & MCCLIMENT INC	0		08/09/2007	2,392.25
			PROJECT # 0130-07-0011		117842		
					Total Contracted Road Construction		2,392.25
Dept: Routine Maintenance							
203-463.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		08/07/2007	90.52
			POLICY PREMIUM		8157200		
					Total Routine Maintenance		90.52
Dept: Traffic Services							
203-474.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		08/07/2007	32.33
			POLICY PREMIUM		8157200		
					Total Traffic Services		32.33
Dept: Winter Maintenance							
203-478.000-910.000	Work Comp		MML WORKERS COMPENSATION FUND	0		08/07/2007	71.13
			POLICY PREMIUM		8157200		
					Total Winter Maintenance		71.13
						Fund Total	2,586.23
Fund: Special Projects Fund							
Dept: DPW Building							

INVOICE APPROVAL LIST BY FUND

Date: 08/09/2007

Time: 2:52pm

Page: 5

Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	Amount
Department	Abbrev	Invoice Description	Number	Number	Date	
Account						
Fund: Special Projects Fund						
Dept: DFW Building						
401-902.000-830.007	Engineerin	WASHTENAW COUNTY SOIL EROSION DPW SITE	0	0600346-71907	08/08/2007	260.00
				Total DFW Building		260.00
					Fund Total	260.00
Fund: Sewer Enterprise Fund						
Dept: Sewer Utilities Department						
590-548.000-728.000	Postage	UNITED STATES POSTAL SERVICE POSTAGE METER	0	08/08/07	08/08/2007	200.00
590-548.000-740.000	Operating	CHAMPION WATER TREATMENT WWTP	0	36305	08/03/2007	8.50
590-548.000-740.000	Operating	HACKNEY HARDWARE AIR FILTER	0	784096	08/06/2007	12.87
590-548.000-740.000	Operating	HACKNEY HARDWARE WET/DRY VAC	0	784437	08/06/2007	124.99
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CHEMICALS	0	0382005	08/03/2007	985.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CREDIT	0	0382006	08/03/2007	-515.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CHEMICALS	0	0382487	08/03/2007	248.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CREDIT	0	0382900	08/08/2007	-520.00
590-548.000-742.000	Chem Plant	ALEXANDER CHEMICAL CORPORATION CHEMICALS	0	0382899	08/08/2007	1,158.00
590-548.000-743.000	Chem Lab	IDEXX DISTRIBUTION CORP PO #785	0	0225487380	08/06/2007	720.60
590-548.000-743.000	Chem Lab	KENCO, INC. CALGON	0	103504	08/08/2007	15.57
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300535125	08/03/2007	41.07
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300529372	08/03/2007	41.07
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300540800	08/03/2007	41.07
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300546609	08/03/2007	41.07
590-548.000-745.000	Uniform Al	EDWARD A. LOBDELL WORK ROOM	0	08/08/07	08/08/2007	42.99
590-548.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300552354	08/09/2007	41.07
590-548.000-751.000	Gasoline &	CORRIGAN OIL COMPANY NO LEAD	0	1471589	08/06/2007	810.26
590-548.000-802.000	Profession	MASTERCRAFT PLUMBING WESTRIDGE GENERATOR	0	9695	08/07/2007	443.39
590-548.000-824.000	Testing &	ANDREA DORNEY SHIPPING	0	08/08/07	08/08/2007	36.90
590-548.000-824.000	Testing &	DEXTER PHARMACY SHIPPING	0	08/08/07	08/08/2007	9.55
590-548.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND POLICY PREMIUM	0	8157200	08/07/2007	1,745.82
590-548.000-920.000	Utilities	DTE ENERGY 3219-953-0001-9	0	08/07/07	08/07/2007	59.50
590-548.000-920.001	Telephones	AT&T 734 426 4572 8130	0		08/03/2007	1,106.28
590-548.000-920.001	Telephones	MCI LONG DISTANCE	0	08/07/07	08/07/2007	14.04
590-548.000-920.001	Telephones	NEXTEL COMMUNICATIONS service period 06/07-07/06-07	0	08/07/07	08/07/2007	88.96
590-548.000-937.000	Equip Main	PARTS PEDDLER AUTO SUPPLY HD BELT	0	361733	08/08/2007	34.78
				Total Sewer Utilities Department		7,036.35
Dept: Capital Improvements CIP						
590-901.000-974.000	CIP Capita	NETWORKING REPORTING public hearing	0	226546	08/07/2007	134.88
590-901.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC PROJECT # 0130-06-0021	0	117837	08/08/2007	374.00

INVOICE APPROVAL LIST BY FUND

Date: 08/09/2007

Time: 2:52pm

Page: 6

Village of Dexter

Fund	GL Number	Vendor Name	Check	Invoice	Due	
Department	Abbrev	Invoice Description	Number	Number	Date	Amount
Account						
Fund: Sewer Enterprise Fund						
Dept: Capital Improvements CIP						
590-901.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC PROJECT # 0130-06-0027	0	117838	08/08/2007	28,450.00
590-901.000-974.000	CIP Capita	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-06-0043	0	117839	08/08/2007	414.00
Total Capital Improvements CIP						29,372.88
Fund Total						36,409.23
Fund: Water Enterprise Fund						
Dept: Water Utilities Department						
591-556.000-721.000	Health & L	EDWARD A. LOBDELL PRESCRIPTION RE-IMBURSEMENT	0	08/09/07	08/09/2007	20.00
591-556.000-728.000	Postage	UNITED STATES POSTAL SERVICE POSTAGE METER	0	08/08/07	08/08/2007	200.00
591-556.000-740.000	Operating	CHAMPION WATER TREATMENT WWTP	0	36051	08/03/2007	12.75
591-556.000-740.000	Operating	HACKNEY HARDWARE UPSIDE DOWN MARKER	0	785112	08/03/2007	23.96
591-556.000-740.000	Operating	HACKNEY HARDWARE RUST STOP	0	784995	08/03/2007	19.95
591-556.000-740.000	Operating	HACKNEY HARDWARE RUST STOP	0	784967	08/03/2007	11.97
591-556.000-740.000	Operating	HACKNEY HARDWARE FASTENERS	0	784857	08/03/2007	0.72
591-556.000-740.000	Operating	HACKNEY HARDWARE TROWEL	0	784645	08/06/2007	11.15
591-556.000-740.000	Operating	HACKNEY HARDWARE COUPLING	0	783986	08/06/2007	8.48
591-556.000-740.000	Operating	HACKNEY HARDWARE TROWEL	0	783969	08/06/2007	6.49
591-556.000-741.000	Road Repai	D&H ASPHALT COMMERCIAL PAVING	0	70343	08/06/2007	3,710.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300535125	08/03/2007	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300529372	08/03/2007	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300540800	08/03/2007	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300546609	08/03/2007	40.00
591-556.000-745.000	Uniform Al	CINTAS CORPORATION WWTP	0	300552354	08/09/2007	40.00
591-556.000-751.000	Gasoline &	CORRIGAN OIL COMPANY NO LEAD	0	1430324	08/06/2007	756.16
591-556.000-824.000	Testing &	DEPT. OF ENVIRN. QUALITY PUMPHOUSE	0	443400	08/03/2007	64.00
591-556.000-910.000	Work Comp	MML WORKERS COMPENSATION FUND POLICY PREMIUM	0	8157200	08/07/2007	708.02
591-556.000-920.000	Utilities	DTE ENERGY OUTDOOR LIGHTING 3219 953 0018 3	0	08/07/07	08/07/2007	10.38
591-556.000-920.000	Utilities	DTE ENERGY 2949 542 0006 8	0	08/09/07	08/09/2007	6,849.86
591-556.000-920.000	Utilities	DTE ENERGY 3219-953-0003-5	0	08/08/07	08/08/2007	2,645.38
591-556.000-920.001	Telephones	AT&T 734 426 4572 8130	0		08/03/2007	569.89
591-556.000-920.001	Telephones	NEXTEL COMMUNICATIONS service peiod 06/07-07/06-07	0	08/07/07	08/07/2007	66.72
591-556.000-977.000	Equipment	BEST BLOCK COMPANY MORTAR	0	0408771-IN	08/03/2007	45.14
Total Water Utilities Department						15,941.02
Dept: Capital Improvements CIP						
591-901.000-974.000	CIP Capita	WILLIAMS & WORKS, INC. PROFESSIONAL SERVICES	0	40981	08/08/2007	400.00
Total Capital Improvements CIP						400.00

Date: 08/09/2007

Time: 2:52pm

Page: 7

Village of Dexter

Fund	Department	GL Number	Vendor Name	Check	Invoice	Due	
Account	Account	Abbrev	Invoice Description	Number	Number	Date	Amount
Fund: Water Enterprise Fund							
						Fund Total	16,341.02
Fund: Trust & Agency Fund							
Dept: Assets, Liabilities & Revenue							
701-000.000-253.008	Dexter Cro	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-98-0023	0	117845	08/07/2007	460.75	
701-000.000-253.036	Bishop Con	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-05-1043	0	117835	08/07/2007	193.00	
701-000.000-253.040	Shipman Pr	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-06-1043	0	117840	08/07/2007	6,741.00	
701-000.000-253.047	Wallace Pr	ORCHARD, HILTZ & MCCLIMENT INC PROJECT # 0130-05-1063	0	117836	08/07/2007	485.75	
701-000.000-253.048	Dexter Ret	CARLISLE-WORTMAN ASSOCIATES GORDON HALL	0	27794	08/03/2007	390.00	
701-000.000-253.048	Dexter Ret	ORCHARD, HILTZ & MCCLIMENT INC PROJECT # 0130-06-1052	0	117841	08/07/2007	702.50	
701-000.000-253.050	Dexter Fit	ORCHARD, HILTZ & MCCLIMENT INC PROJECT # 0130-07-1001	0	117843	08/07/2007	3,184.25	
701-000.000-253.050	Dexter Fit	CARLISLE-WORTMAN ASSOCIATES DEXTER FITNESS CENTER	0	27795	08/09/2007	425.00	
701-000.000-253.051	Schulz Dev	CARLISLE-WORTMAN ASSOCIATES MILL CREEK	0	27796	08/03/2007	80.00	
701-000.000-253.052	K-Space	CARLISLE-WORTMAN ASSOCIATES K- SPACE ASSO	0	27797	08/03/2007	600.00	
701-000.000-253.052	K-Space	ORCHARD, HILTZ & MCCLIMENT INC PROJECT #0130-07-1021	0	117844	08/07/2007	4,394.25	
						Total Assets, Liabilities & Revenue	17,656.50
						Fund Total	17,656.50
						Grand Total	128,972.37

AGENDA 8-13-07ITEM 5-2
VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

APPLICATION FOR MISCELLANEOUS USE OF RIGHT-OF-WAY for Special Events

DESCRIPTION OF EVENT:

FEE: \$50 REC#

DATE REQUESTED:	8/17/07 (raindate 8/18/07)
TYPE OF EVENT:	Movie Under the Stars
DESIRED LOCATION OF EVENT:	Monument Park
TIME: (START AND FINISH)	7:30pm – 11:30 pm ... will begin set up at 7:00pm
SCHEDULE OF EVENTS:	PLEASE ATTACH DETAILED EVENTS/TIMES/LOCATION Please look below
BUSINESS OR ORGANIZATION NAME AND ADDRESS:	Peace Lutheran Church 8260 Jackson Rd. Ann Arbor, MI 48103
CONTACT NAME AND PHONE: (please list 2 contacts)	Diane DeVoogd 734-426-7920 - cell Cassy Korinek 734-276-0470 - cell
RAIN DATE:	8/18/07
FOR ROAD CLOSURE LIST ROUTE AND CLOSURE TIMES (Consult with the WCSD for requirements)	Central St needs to be closed
INSURANCE CO: (ATTACH COPY OF POLICY)	Faxed to your office
OTHER:	We will require electricity to site and 3 garbage receptacles. Peace will provide "Porta-John's"
EMERGENCY RESPONSE CONTACT:	Pastor Larry Courson 734-424-0899 (church hours) or Cassy Korinek (above)

NAME AND SIGNATURE OF FIRE AND POLICE OFFICIALS NOTIFIED OF EVENT

(Attach agreements):

Beth Gueske

Print name/Washtenaw County Sheriff Official

Beth Gueske

Signature of Official

Ronald Dettling

Print name/Fire Department Official

Ronald Dettling

Signature of Official

FOR OFFICE USE ONLY

DATE APPROVED BY COUNCIL:

DATE APPROVED BY VILLAGE:

Donna Dettling

AGENDA 8-13-07

ITEM K-1

From: James Carson [jcarson@aiserv.net]

Sent: Tuesday, July 31, 2007 6:51 PM

To: Shawn Keough; Ray Tell (E-mail); Paul Cousins; Joe Semifero; Jim Seta; Donna Fisher

Cc: Jim Carson; Donna Dettling

Subject: 1981 Policy

For those of you who haven't heard, Scio Township DID NOT take action on the resolution to declare the 1981 policy null and void. It was a line item on their last meeting agenda and a motion was made to remove it from the agenda. No discussion took place in regards to it.

I just heard this last night and I am assuming this is correct information.

Regards,

Jim Carson
402 Cambridge Dr.
Dexter, Michigan 48130

734-424-9288 (office)
734-502-4257 (cell)
jcarson@aiserv.net

8/1/2007

RESOLUTION TO DECLARE "1981 PROMULGATION OF
ANNEXATION POLICY" AND "AMENDMENT TO 1981
TOWNSHIP-VILLAGE AGREEMENT (1995)" NULL AND
VOID

Village of Dexter
Washtenaw County, Michigan

WHEREAS, the Dexter Village Council, on behalf of the Village of Dexter and the Township of Scio entered into certain agreements in 1981 and 1995, referred to as "1981 Promulgation of Annexation Policy" and "Amendment to 1981 Township-Village Agreement" (1995), (collectively referred to as "Agreements") concerning the annexation of certain properties in Scio Township;

WHEREAS, the residents of the affected properties have requested the Village of Dexter not to annex their properties;

WHEREAS, the legality of the Agreements is in doubt;

BE IT THEREFORE RESOLVED, that the Agreements are null and void and the Village of Dexter will not attempt to enforce them in any manner.

MOVED BY: _____ SUPPORTED BY: _____

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED THIS 23rd DAY OF July,
2007.

Jim Seta, Village President

CERTIFIED BY:

David F. Boyle, Village Clerk

VILLAGE OF DEXTER

TOWNSHIP OF SCIO

RESOLUTION NUMBER _____

RESOLUTION TO DECLARE "1981 PROMULGATION OF
ANNEXATION POLICY" AND "AMENDMENT TO 1981
TOWNSHIP-VILLAGE AGREEMENT" (1995) NULL AND VOID

At a regular meeting of the Board of Trustees of the Township of Scio, Washtenaw County, Michigan held in said Township on the 25th day of July 2007, at 7:30 p.m., there were:

PRESENT:

ABSENT:

The following preamble and resolution were offered by Township Board Member _____ and seconded by Township Board Member _____.

WHEREAS, the Dexter Village Council, on behalf of the Village of Dexter and the Township of Scio entered into certain agreements in 1981 and 1995, referred to as "1981 Promulgation of Annexation Policy" and "Amendment to 1981 Township-Village Agreement (1995)", (collectively referred to as "Agreements") concerning the annexation of certain properties in Scio Township;

WHEREAS, the residents of the affected properties have requested the Village of Dexter not to annex their properties;

WHEREAS, the residents of the affected properties have expressed their desire to remain residents of Scio township;

WHEREAS, the legality of the Agreements is in doubt;

WHEREAS, the Village of Dexter has passed a similar resolution;

NOW THEREFORE, it is declared that the Agreements are null and void and the Township of Scio will not attempt to enforce them in any manner.

YEAS:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

Kathleen Knol, Scio Township Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Trustees of the Township of Scio, County of Washtenaw, Michigan, at a meeting held on July 25, 2007, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, Act 267 of the Michigan Public Acts of 1976, including in the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

Kathleen Knol, Scio Township Clerk

COMMISSIONERS
WESLEY E. PRATER
CHAIR
FRED J. VEIGEL
VICE-CHAIR
DAVID E. RUTLEDGE
MEMBER

WASHTENAW COUNTY
BOARD OF COUNTY ROAD COMMISSIONERS
555 NORTH ZEEB ROAD
ANN ARBOR, MICHIGAN 48103
www.wcroads.org

AGENDA 8-13-07

STEVEN M. PUURI, P.E.
MANAGING DIRECTOR
ROY D. TOWNSEND, P.E.
DIRECTOR OF ENGINEERING/
COUNTY HIGHWAY ENGINEER
JAMES D. HARMON, P.E.
DIRECTOR OF OPERATIONS
TELEPHONE: (734) 761-1500
FAX: (734) 761-3239

July 20, 2007

Attention: **CAPT-DART Officials**

Subject: **Dexter Main Street Phase II**

This letter is intended to follow up on the May 21, 2007 CAPT-DART meeting where the township officials in attendance discussed the Dexter Main Street Phase II project. All of the CAPT/DART representatives indicated you were supportive of a long-term solution to the traffic congestion. Also, the group discussed the anticipated funding shortfall that has placed this project in jeopardy.

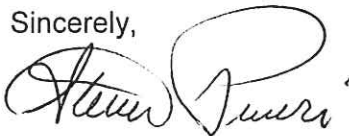
The Road Commission advised the Village of Dexter in April 2007 that our funding limitations are so severe we do not have the local matching funds necessary to advance the Phase II project. As stated at the CAPT-DART meeting, the replacement of the Main Street Bridge and dam removal is estimated to utilize \$1.5 million of the \$5.5 million grant, leaving approximately \$4 million for Phase II. Unfortunately, the total cost of Phase II is approximately \$6.0 million, of which the balance of \$2.0 million cannot be provided by the Road Commission. Consequently, MDOT has required that the Road Commission provide a final decision by September 28, 2007 as to whether the Phase II project will move forward.

The Village of Dexter has made a very generous offer to pay up to \$500,000 toward this effort; however, this still leaves approximately \$1.5 million to be funded locally. We realize every local government is feeling the strain of the state recession and the last thing anyone wants to see is another major financial obligation. However, the Road Commission needs a final answer on whether we can anticipate any more local financial commitments towards this project.

The Board of County Road Commissioners will be considering this matter at the September 4, 2007 meeting, so if your agency would like to see this project advanced and you intend to offer financial commitment, please provide a written proposal to the Road Commission by August 29, 2007.

If you have any questions or would like further information, please do not hesitate to contact our office.

Sincerely,



Steven M. Puuri, P.E.
Managing Director

cc: Board of County Road Commissioners
Washtenaw County Board of Commissioners
Pamela G. Byrnes, State Representative
Robert Tetens, Director / Washtenaw County Parks & Recreation Commission
Terri Blackmore, Director / WATS
Dexter Area Historical Society & Museum
Roy Townsend, County Highway Engineer
Andy Hodges, Design Supervisor

Donna Dettling

From: Pat Kelly [supervisor-dexter@twp-dexter.org]
Sent: Tuesday, July 24, 2007 10:29 PM
To: Donna Dettling
Subject: Main Street Bridge-Phase 2

Hi Donna,

I have received Puuri's 7-20-2007 letter concerning funding for Phase 2 and I'm not sure exactly what he expects CAPT-DART officials to do. Is there a Village plan to try and convince the neighboring areas to kick in some cash? I know my Board would need a lot of convincing. Is there any data that confirms that most of the traffic comes from our way? Perhaps we need to ask our residents what they think – they're the ones that are stuck in traffic every morning. Bottom line is that I'm concerned the whole project will go down in flames for lack of a real champion to push it along. The obvious candidate is the Village. However, perhaps they are smarter than I am and are saving their breath on a lost cause. Just random thoughts for now – perhaps it is time for another lunch to discuss further.

Regards,

Pat Kelly
Dexter Township Supervisor
Office: 734-426-3838
Fax: 734-426-3833
Home: 734-475-2628
Cell: 734-260-5875
Website: www.twp-dexter.org

NOTICE:

The information contained in this communication and its attachment(s) is intended only for the use of the individual to whom it is addressed and may contain information that is privileged, confidential, or exempt from disclosure. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is prohibited. If you have received this communication in error, please notify the sender of the delivery error by replying to this message and then delete the message, including attachment, from your system without retaining any copies. Thank you.

7/25/2007

Memorandum

AGENDA 8-13-07

ITEM L-1



Date: August 8, 2007
To: Donna Dettling, Village Manger
From: Christine Cale, P.E.
Re: Third Street Improvements

Donna –

At the last Council meeting on July 23, 2007, we discussed proposed improvements to Third Street between Kensington Street and Central Street. During that meeting, several questions were posed based on a letter from our office dated July 19, 2007. This memo provides some answers to those questions.

A question was asked about whether sidewalk could be included with the project. While sidewalk was not originally considered as part of this project, it can be added as there is sufficient right-of-way (99 ft). Sidewalk already exists along portions of Third St, and would only need to be added between Inverness and Dover Streets. This is approximately 1500 ft of sidewalk, and would equate to approximately \$25,000 for sidewalk construction. Due to the topography of the area, it is likely that the sidewalk could most cost-effectively be placed on the south side of Third Street. However, some tree removals may need to occur to place the sidewalk, which would increase the costs.

The water main upgrade from a 4-inch to an 8-inch water main was discussed. It is recommended that the existing 4-inch water main on Third Street between Inverness and Kensington Streets be replaced with an 8-inch water main. The existing water main is a cast iron pipe under the roadway likely constructed in the 1930's. The recommendation to upgrade the water main was part of the Water Reliability Study completed in 2005 to improve the fire flows by approximately 1000 gpm. Also, by replacing the pipe at the time of Third Street construction, the water main can be relocated outside of the influence of the pavement. In addition, the MDEQ, in the recent Water System Evaluation dated May 15, 2007, recommends that all undersized and old water main be replaced to improve flow pressures and reliability of the water system. The minimum sized water main currently recommended by the MDEQ is 6 inches.

We were asked why paving driveway approaches is recommended. Paving driveway approaches helps keep gravel from the driveways from entering the roadway, improves the life of the road surface, and provides a safer surface for stopping vehicles. Many communities generally try to apply a consistent treatment to each driveway at the time of the improvement. A precursory review shows that 31 driveways are along Third Street between Kensington Street and Central Street. Of that, 10 are gravel, 18 are paved, and 3 are concrete. It is recommended that the newly paved drive approaches extend at least 2 – 4 feet from the edge of the roadway. This option would cost approximately \$5,000, but could be reconsidered prior to plan completion.

We noted that a 2-inch asphalt overlay option would provide a shorter life when compared to the pulverization with 3-inch asphalt overlay option. While we cannot provide the exact lifespan for

Memorandum



each option, we can note the differences in the two options that would affect the lifespan. When the roadway is pulverized, the roadway is reshaped. This allows for overall improved drainage of the roadway directing runoff away from the roadway. The pulverization removes the existing cracks from the road surface, and inhibits the formation of reflective cracks. Reflective cracking would likely occur quickly (within 3 yrs) on a straight overlay option. The pulverization option might be considered a 5 to 10 year longer life when compared to the overlay option.

OHM was asked about the various traffic options available for improving the end of Third Street. Options that were presented included leaving the street end alone, constructing a T-turnaround or cul-de-sac, and tying into Kensington Street and/or Huron View Court. While all these are still possible options, it was proposed to provide a T-turnaround or cul-de-sac. That said, the best option from an engineering standpoint for increasing accessibility, traffic flow, and reliability would be to connect the three roadways at this location. However, we understood that the decision had been made previously by the Village to not connect the roadways. In addition, if the roadways were connected, the portion of the Bluewater parking area would need to be brought to public road standards, increasing the costs of this and/or future projects.

Beyond connecting the roadways, leaving the end of the roadway as it currently exists is possible. However, a cul-de-sac is the preferred option, compared to the road end or T-turnaround options, for maintenance and emergency vehicles. Currently, adequate right-of-way exists for a cul-de-sac.

Finally, there was a request for a map with an aerial showing recommended improvements to Third Street, along with cost estimates for each of the potential construction options, including sidewalks, water main replacement, paving options (driveways and overlays), etc. It is recommended that this be provided as part of the design phase of the project. To that end, attached is a Scope of Services for the design of the Third Street project. Prior to completing any design or bid for the project, OHM will present various options to the Village for their review and decision as to the direction which the Village wishes to proceed with the Third Street Improvements project.

Should any further questions or comments arise, feel free to contact me.

Sincerely Yours,
Orchard Hiltz & McCliment, Inc.

Christine A. Cale

Christine A. Cale, P.E.
Project Engineer

August 8, 2007

Village of Dexter
8140 N. Main Street
Dexter, Michigan 48130



Attention: Ms. Donna Dettling
Village Manager

Regarding: **Village of Dexter**
Third Street Improvements
Proposal for Engineering Design Services

Dear Ms. Dettling:

Orchard, Hiltz & McCliment, Inc. (OHM) is pleased to submit this proposal for providing engineering design services, including preparation of contract documents, for improvements to Third Street.

PROJECT UNDERSTANDING

The Village wishes to rehabilitate the roadway on Third Street between Central Street and Kensington Street in Spring 2008. Knowing that a limited budget exists for the project, only a portion of the project (Third St from Kensington St to Inverness St) will have complete design plans. The rest of the project (Third St from Inverness St to the project limits described below) will be designed as a "log-style" project, which involves more construction engineering by providing the contractor with only a cross-section of the roadway from which to construct the road. Once bid prices have been received for the project, the exact limits will be determined. It is anticipated that the Third Street work will begin at Kensington Street and extend northwest until the budget is exhausted, likely to Edison Street.

Several studies have identified recommended improvements to the roadway that will be reviewed and confirmed as part of the design process. The 2003 Capital Improvement Road Analysis recommended that the road be pulverized and a 3-inch asphalt overlay be placed. The 2004 Water Reliability Study identified that the water main along Third Street between Inverness and Kensington Streets should be upgraded to an 8-inch main, while the 2005 Storm Water Management Study noted that some swales and storm structure improvements along Third Street would be beneficial. Improvements are recommended to storm inlets and outlets within the project area. The sanitary system could likely be rehabilitated with "trenchless" techniques.

It is also noted that the Village may choose to construct sidewalk along Third Street between Dover St and Inverness St, pave driveway approaches along the length of the project, and/or improve the road end at Kensington Street. The exact improvements to be made as part of the Third Street Improvements project will be finalized as part of the design of the project, as noted in communications to the Village Council dated July 19, 2007 and August 8, 2007.

SCOPE OF SERVICES

Below is our proposed scope of services for engineering design services through the project bidding for the Third Street Improvements. The following items are included in the scope:

1. Prepare engineering drawings for the project. The plans are anticipated to include complete detailed design of the Third Street between Inverness and Kensington Streets and "log-style" plans for the remainder of the Third Street project from Inverness St to Central St. It is understood that the exact project limits will be finalized once the project is bid and awarded.
2. Provide design and cost information for the following options to be considered and finalized by the Village as part of the design process:
 - Sidewalk construction
 - Water main upgrade
 - Pavement cross-section options
 - Road end construction
3. Identify project impacts to utilities and property. General right-of-way requirements will be identified, though no additional ROW needs are anticipated.
4. Submit a schedule showing the general timeframe for completion.
5. Meet with the Village staff to review and confirm the items included in the design.
6. Notify all known utility agencies of the proposed work, check the existing known utilities, public and private, within the project limits for conflicts and coordinate relocations.
7. Prepare contract documents showing project details, pay items and special provisions.
8. Collect complete topographic survey for Third Street between Kensington and Inverness Streets and minimal topographic survey (some right-of-way, utility locations and centerline of roadway) for Third Street between Inverness and Central Streets.
9. Schedule and facilitate two public informational meetings (as necessary) to coordinate the project with the Dexter community. Design options will be presented for consideration by the respective groups.
10. Attend three Council meetings to update the Council of the project and award the contract.
11. Advertise the project and attend a bid opening. Complete the final bid package including plans and specifications for bidding purposes.

DELIVERABLES

Deliverables are as follows:

- Engineering design plans
- Contract documents
- Updated engineer's opinion of probable cost

SCHEDULE

OHM can begin work on the engineering design services immediately upon authorization. Construction plans and specifications can be ready for advertising and bidding starting in early January 2008.

COMPENSATION

OHM proposes to provide the above outlined professional services on an hourly, not to exceed, basis.

Engineering Design Services

\$27,500.00

The Village will be invoiced monthly for the value of services completed to date.

CONTRACT TERMS AND CONDITIONS.

The attached Standard Terms and Conditions, dated March 2003 and as shown as Exhibit 1, are incorporated into this proposal by reference. We thank you for this opportunity to provide professional engineering services. Please do not hesitate to contact us if you have questions.

As previously modified

Should you find our proposal acceptable, please execute both copies of the attached agreement and return one copy to us for our files.

Very truly yours,

ORCHARD, HILTZ & McCLIMENT, INC.



Rhett Gronevelt, P.E.
Client Representative

VILLAGE OF DEXTER

Accepted By: _____

Printed Name: _____

Title: _____

Date: _____

Attachments: Exhibit 1 – Standard Terms and Conditions

Proposed Consolidated Budget Summary FY 2007-2008**Income**ITEM L-2

Carry Forward Fund Balances (June 30, 2007)

Loan Reserve	\$ 269,829
Debt Service	\$ 149,000
Project Fund	\$ 300,000
Administrative Fund	\$ 531
	<u>\$ 719,360</u>

Revenues (FY2007-2008)

Net Tax Increment Capture	\$ 830,000
Interest from Investments	\$ 11,000
SBT Credits	\$ 100,000
Reserve for Refunds	\$ (313,000)
	<u>\$ 628,000</u>
Total Income:	<u>\$1,347,360</u>

Expenses (FY2007-2008)

Committed Funds, Reserves Carried Forward

Loan Reserve	\$ 269,829
Debt Service	\$ 149,000
Administrative Fund	\$ 531
	<u>\$ 419,360</u>

FY Debt Service

2001 Bond	\$ 79,068
1994 Bond	\$ 35,370
*Village EDC Loan	\$ 29,981
	<u>\$ 144,419</u>

Administrative Fund(Audit/misc)
Projects

Maintenance	\$ 40,000
Misc Projects (2008)	\$ 10,000
Baker Rd Streetscape	\$ 300,000
Baker Rd Infrastructure	\$ 150,000
Alpine Water/Improv	\$ 50,000
Pharmacy Lot/Forest	\$ 108,000
Mngt & Planning	\$ 20,000
	<u>\$ 683,000</u>

Total, All Expense and Commitments:

\$1,246,779**Income-Expenses:****\$ 100,581****Fund Balances (Reference Only)**

*Loan Reserve - Committed	\$ 299,810
Debt Service - Committed	\$ 149,000
Project Fund - Uncommitted	\$ 100,581
Administrative Fund	\$ 531.00
	<u>\$ 549,922</u>

*Includes transfer of \$29,981

Village of Dexter
County of Washtenaw, Michigan

AGENDA 8-13-07
ITEM L-3

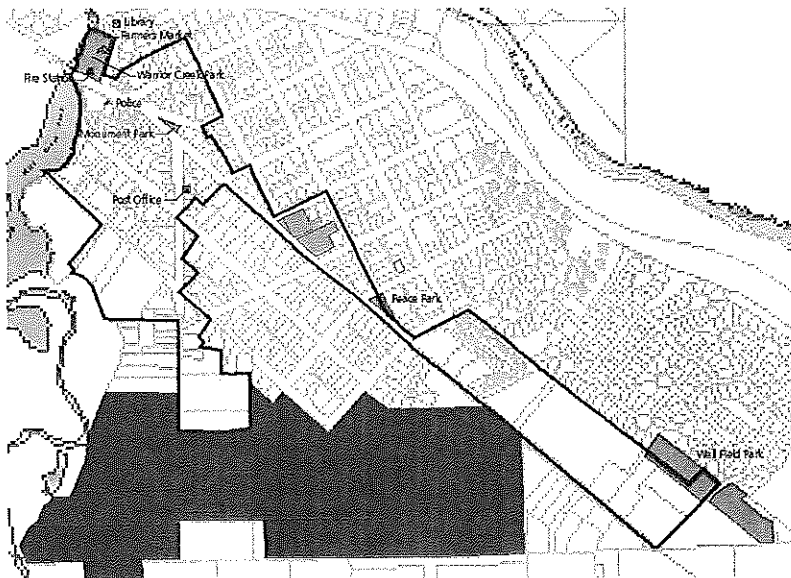
**NOTICE OF PUBLIC HEARING
DEVELOPMENT PLAN AND
TAX INCREMENT FINANCING PLAN OF THE
DEXTER DOWNTOWN DEVELOPMENT AUTHORITY**

TO ALL INTERESTED PERSONS IN THE VILLAGE OF DEXTER:

PLEASE TAKE NOTICE that the Village Council of the Village of Dexter, County of Washtenaw, Michigan, will hold a public hearing on **Monday, the 24th day of September, 2007, at 7:30 o'clock, p.m.**, Eastern Daylight Time, in the Dexter Senior Center located at 7720 Ann Arbor Street, Dexter, Michigan, to consider the adoption of an ordinance amending and restating the Development Plan and Tax Increment Financing Plan ("the Plan") for the Dexter Downtown Development Authority pursuant to Act 197 of the Public Acts of Michigan of 1975, as amended.

The boundaries of the development area to which the amendments to the Plan apply are generally described as follows:

Incorporating properties along Dexter - Ann Arbor Road, Ann Arbor Street, Main Street, Baker Road, Forest Street, Jeffords Street, Grand Street and Broad Street within the downtown district.



Copies of the Development Plan and Tax Increment Financing Plan, maps, plats, etc. are on file for inspection at the office of the Village Clerk located at 8140 Main Street (Second Floor), Dexter, Michigan.

At the public hearing, all interested persons desiring to address the Village Council will be afforded an opportunity to be heard in regard to the approval of the Development Plan and Tax Increment Financing Plan.

PERSONS REQUIRING REASONABLE ACCOMMODATION TO DISABILITIES IN ORDER THAT THE HEARING BE ACCESSIBLE TO THEM ARE REQUESTED TO NOTIFY THE VILLAGE CLERK NO LATER THAN 5 BUSINESS DAYS PRIOR TO THE DATE OF THE HEARING OF SUCH DISABILITY.

FURTHER INFORMATION may be obtained from the Village Clerk.

This notice is given by order of the Village Council of the Village of Dexter, County of Washtenaw, Michigan.

David Boyle, Village Clerk



Memorandum

To: Village Council
Donna Dettling, Village Manager
From: Allison Bishop, Community Development Manager, AICP
Re: Planning Commission Recommendation
DDA Development Plan
Date: August 13, 2007

On August 6, 2007 John Iacoangeli, DDA Consultant, presented the DDA Development Plan to the Planning Commission.

Pursuant to the Village Council's request the Planning Commission reviewed and motioned to recommend that the Village Council adopt the DDA Development plan as presented.

Please feel free to contact me if you have any additional questions.

Thank you.

DEXTER PLANNING COMMISSION

August 6, 2007

Presentation and Review

Dexter DDA Development Plan

Purpose

- Strategic Plan and Market Assessment
- Amend and Restate the 1994 Development Plan and Tax Increment Plan
- Articulates Community Master Plan

DDA District (General Description)

- Downtown
- Main / Ann Arbor / Ann Arbor– Dexter from bridge to Chevy Dealer
- Baker Rd from Main to School
- Central Street from Park to 5th
- Broad Street from Main to 5th
- Grand and Forest from Mill Pond to Baker

Strategic Plan and Development Plan

- Four Project Components
 1. Community Visioning
 2. Market Analysis
 3. Physical Design Program
 4. Development Plan

Community Visioning – Collective Priorities

- Brownfield redevelopment (Grand Street)
- Alpine Street redevelopment (Library, Farmers Market, and Residential)
- Waterfront development
- Higher density in DDA district
- Regional traffic

Market Analysis (Conservative)

- 2005 Year – 20,500 GLA (3K-Apparel, 3.5K Home Furnishings, and 14K Restaurant)
- 2010 Year – 12,500 GLA (2K-Apparel, 3.5K Family Restaurant, 2.5K Shoes/Accessories, and 4.5K Bookstore)

Market Analysis (Aggressive)

- 2010 Year – 104,700 GLA total

Market Assumptions

- Household growth continues
- Main Street bridge repaired
- Downtown retailer continue improvement
- MDOT or WCRC do not build a by-pass
- Continuation of redevelopment programs

Framework Plan

- Expand downtown while keeping core compact and walkable
- Add residential to downtown (7/24)
- Open downtown to Mill Creek
- Add parking as business opportunities increase
- New retail buildings (Forest Street and in-fill)
- Improve Jeffords and Mill Creek (park)
- Pedestrian & trail connections
- Additional parking
- Continue streetscape

DDA Project Priorities (Under Review)

- Jeffords Redevelopment (Mill Creek)
- Forest Street Redevelopment
- Forest Street reconstruction and streetscape
- Jeffords Intersection
- Mill Pond
- Baker Road streetscape enhancement to DCS
- Property acquisition

Planning Commission Integration

- Consistent with Future Land Use Map (Village, CBD, and Open Space)
- VC – Village Commercial
- CBD – Central Business District
- HOD – Heritage Overlay District

AGENDA 8-13-07

ITEM L-4

Memo

To: Village Council
From: Facility Committee (President Jim Seta, Shawn Keough, Donna Dettling, Allison Bishop and Marie Sherrie)
CC:
Date: August 9, 2007
Re: Village Office Location Recommendation

Background

On the afternoon of August 3, 2007, the Facility Sub-Committee met at the Village offices. The purpose of the meeting was to further analyze the matrix of 11 possible office locations previously discussed when the Village Council last met in closed session (March 21, 2007) to discuss possible purchases of real estate (allowed under the section MCL 15.268 sec 8 (d)). The Village Council previously authorized the sale of \$1,700,000 in bonds "to acquire, construct, furnish and equip certain capital improvements consisting of a public works facility and a public safety and Village Office facility together with all the necessary and related appurtenances and attachments therefore". In order to meet the requirements of the bond sale, the Village should try to spend the money within two years of the date that the bonds were sold, which means by November 16, 2008.

Analysis of Space Required

Village staff has performed a preliminary analysis of the space required for a new Village Office and Council Meeting room. This preliminary analysis has shown that a minimum of 5,000 square feet of office space is required. Approximately 3,000 square feet of functional operating space is required for Village offices (VM, AVM, CDD, and FD), including conference room space, some on site file storage, as well as office cubical and counter space near the front entrance for daily functions such as processing a water bill, tax payment and/or answering a question from a resident/business owner. A large Council meeting room of approximately 2,000 square feet is also included in the preliminary space needs assessment.

Evaluation of Possible Locations

The 11 locations that were identified on the March 2007 evaluation matrix (attached) are listed below:

1. Gordon Hall
2. Colorbok Site

3. Land next to Copeland and Senior Center
4. Gilbert Property near the Railroad Tracks
5. Wallace Building (old Busch's)
6. Leighton Building (Yellow Office on Baker)
7. Alpine Street across from New Library
8. The existing Library Site
9. Jeffords Street Parking Lot Redevelopment
10. Fire Station Site
11. Forest Street Property adjacent to (just west of) downtown parking lot

During the Council discussion in closed session, the Cottage Inn site (No. 12) was mentioned, so in fairness to the process, we have included it as a twelfth option in our evaluation.

General Guidelines Considered by the Facility Sub-Committee

During the closed session in March, the Village Council discussed the pros and cons of the 11 locations, including such factors as building size, estimated property and project costs, estimated \$ per square foot, available parking, funding partnerships, land acquisition, office location (downtown, DDA, etc...), whether the project would generate any economic development and other facility comments. The facility committee suggested and presented 4 general guidelines to help direct our efforts to identify a new Village office location. There seemed to be general agreement in the 4 guidelines by Village Council at the closed session in March. The original 4 general guidelines are presented below (No. 1 – 4) along with a fifth one (No. 5) that has been added based on additional discussion by the facility committee:

1. Long Term Solution
2. Ownership is a desirable outcome
3. Located in Downtown
4. Economic Development
5. Investment Opportunity

Finding a long term solution, and preferably a solution that results in ownership of property were the committees' first two goals. Everyone felt that the Village offices should remain somewhere in the vicinity of the downtown area and felt that if there was a way that the new office could create economic development, it would be a win win scenario, adding further benefit to the overall project. During the recent facility committee meeting, a fifth guideline was discussed and added to this report in light of the fact that we have already identified and bonded for up to \$500,000 for the purpose of a new facility. We felt that it was important to spend the taxpayers' money in such a way that it was similar to an investment. If possible, we wanted to evaluate the use of the money as if it were an investment, find something that would hold its value or even grow.

Analysis of Options

Option 1 – Gordon Hall

The option of locating the Village offices within Gordon Hall provides more aura of association with our past than it does real options for the Village's future, especially with respect to the Village offices. The historic home is currently programmed for use by the Dexter Historical Society (DHS) and although it overlooks the downtown area, it is technically not in the downtown area. The facility committee did not directly contact the DHS about the cost or true viability of this option. The committee felt that Gordon Hall already had a direction and course of its own and that the Village offices would be better suited in another location.

Option 2 – Colorbok Site

The Colorbok site is a viable option that could incorporate police and fire in the long term. There are ample funding partnerships with the Developer DDA and revolving loan possibilities. Adequate parking is available at this site, although it would be shared during peak evening hours for Village functions such as Council, Planning Commission and ZBA meetings. The project would be part of an economic development effort along the Baker Road corridor, but the timing of the project may be developer dependant due to timing and the need to find other tenants for the rest of the office building.

Option 3 – Land next to Copeland and the Senior Center

This central location along Main Street was selected as a possibility because it is an existing non-tax generating piece of property in the Village with the ability to share parking with the Schools and Senior Center. It is within reasonable walking distance from downtown and could provide the long term solution and desired ownership possibilities if a deal to purchase the property could be worked out with the Dexter School District. The site does not have the ability to create any economic development opportunity and it is likely that the land acquisition costs would be high enough that the overall project cost would be considerable.

Option 4 – Gilbert Property near Railroad Tracks

The Gilbert property was originally mentioned because of its unique location and the possibility of finding a use for a building that has not shown much progress in its redevelopment efforts over the past few years. The building configuration presents major challenges in terms of office and Council Meeting room functions. Parking is also limited in this area of the Village.

Option 5 – Wallace Property (old Busch's)

The Wallace property certainly met the downtown requirement given its location at Broad and Main and the property could certainly be configured to accommodate the Village's functional needs of office space and a Council Meeting room. The property, however, was most likely a long term lease instead of a buy to own option, with anticipated leasing costs of \$60,000 to \$90,000 annually, which is comparable with the Village's current situation above the National City bank. Granted everything (operations and meeting rooms) would be in one place. Parking would be plentiful, but it would take a decent portion of taxable revenue off the books and reduce the available retail space in the downtown area.

Option 6 – Leighton Building (Yellow office on west side of Baker)

This property was originally considered as an option because of its downtown location and recent improvements. 16 parking spaces were available on site with additional street parking along Baker if necessary. However, upon further review, it was deemed to not have the right configuration of internal

space to handle the necessary functions required for a Village office and a Council Meeting room. Another negative of this location is that it would remove a taxable property from the DDA area if replaced by the Village offices. The property is no longer on the open market and has been removed from further consideration.

Option 7 – Alpine Street across from new Library

The Alpine site would complement the new Library site and create a municipal corridor in an area that has had recent development focus with the Farmer's Market project and the new Library. The estimated high costs of land acquisition, the challenge of acquiring and combining more than one parcel in this area and the subsequent cost of a new building make this one of the more complex sites that we are considering. Although the project is in the DDA plan and would generate approximately \$30,000 in tax revenue, it would still likely require that the Village partner with a developer to make this happen. Given the shorter timetable upon which the Village needs to make a decision, and the potential challenges associated with purchasing several properties at one time in this area, this site was not thought to be viable at this time.

Option 8 – The existing Library Site

The existing Library site is available for purchase, so ownership is definitely possible. The building has been appraised for approximately \$450,000 and is in decent condition, with the Library scheduled to make improvements to the roof. The property is located just north of the downtown area and would be a tax neutral switch if the Village were to use this space. There is no economic development created at this time through the Village purchase of this property. However, the possibilities exist that a developer may purchase the property and add taxable property to the Village's tax role. If the Village were to pursue the option of purchasing the property and building, additional funds would likely be required for internal space modifications. Occupancy would obviously follow the Library's move to their new building. The site is 4,600 square feet in size, slightly short of the minimum desired space for our new facility, but would work as a viable short term upgrade from the Village's existing lease space. It is ultimately not large enough in the long term without some type of expansion, either up or out. The Facility Sub-Committee did not assess the additional cost of this future expansion at this time. While 16 spaces exist at the site, additional on street parking is available in the area.

Option 9 – The Jeffords Street Parking Lot Redevelopment

The Jeffords Street option appears to satisfy all of the general guidelines. The new building currently being proposed by Schulz Development has a lot of positives for the downtown. The proposed 21,000 to 25,000 square foot building fits well into the current DDA plan; it helps define the Forest/Jeffords intersection and opens the door for economic development along the Forest Street and Jeffords corridors, while at the same time eliminates an unused boarded up building. The Village could seek ownership of a portion of the new building and acquire sufficient space to meet our future needs. The project is developer dependant, but could involve DDA assistance in funding the project. The Village currently owns a portion of the property in this area, which can also create some negotiating leverage with the potential developer. Given its location opposite a future Mill Creek park and the new bridge, this could be considered a premier location within the Village. Any investment in this building has the potential to grow as the Mill Creek improvements are made.

Option 10 – The Fire Station Site

The Fire Station location has been discussed for years largely because the Village already owns the property. Previous studies have shown that a multi-level expansion of the Fire Station toward Alpine Street is certainly feasible. Space could be programmed to account for future Police and Fire needs as well. Parking improvements could be made in the rear near the park and additional parking is available on the streets in the downtown. An expansion toward Alpine would reduce the available area outside the existing fire station and some logistics would probably need to be discussed with the fire department to verify any potential impacts. The cost of new construction for the expansion would likely

be double (or more) the amount that Council has currently allocated for this project. The project would not create any economic development but would be a tax neutral solution. DDA funding may also be available for this site as well.

Option 11 – Forest Street Property adjacent to (west of) downtown parking lot

The Forest Street location is first and foremost dependant on the willingness of the property owner to sell. An office building at this location would be consistent with the DDA plan and put the Village offices within the new development zone of the downtown area. The property acquisition has been estimated at approximately \$350,000 which pushes our portion of a new building to over \$225 per square foot for a 5,000 square foot office building. There are developer partnering opportunities and the revolving loan could come into play in this option as well. However, timing for this option is not on our side and the overall project cost would require a significant amount of additional funding.

Option 12 – Cottage Inn Site

The Cottage Inn site is ideal when you consider what a Village office could look like adjacent to Monument Park in the center of town. However, the high acquisition cost estimated at \$800,000 to \$900,000 in addition to the cost of new construction for a new Village office make this site almost unattainable unless Council reevaluates its priorities overall in the Village. The site was not evaluated in as much detail as the other options in terms of available size, parking availability, etc., because cost was the overwhelming factor when considering this site. Converting this property to a public use would also reduce the taxable revenue in the DDA area.

Recommended Option

After careful consideration of the 12 options described above, the facility committee recommends that the Village Council authorize the Village Manager, staff and the Mill Creek sub-committee to approach the Schulz Development Team about the possibility of purchasing office space in the newly proposed Jeffords Street Parking Lot Redevelopment project. The site would satisfy all 5 of the general guidelines identified by the committee. Ownership of a portion of the building in a site condominium form of ownership would satisfy both the ownership desire and the long term solution. Obviously, this would need to be discussed with the Schulz team. The site is centrally located in the downtown, would replace the existing abandoned building (eliminate blight) at the same location and has the maybe not so long term potential of being adjacent to the future Mill Creek park site. We would be an anchor tenant in a new economic development site and would help solidify a cornerstone building at the Forest Jeffords intersection, which could lead to additional economic development along the Forest and Jeffords corridor, thus supporting the DDA concept plan. The sub-committee believes that between the value of the property that the Village currently owns at this site and the \$500,000 that is available from the sale of bonds, there is plenty of opportunity to create a financial scenario that will work for the Village. This site can satisfy the Village's operational and meeting space needs and can also be looked at as an investment opportunity given its long term potential to be the center of a prominent economic corridor overlooking the future Mill Creek Park.

GENDA 8-13-07

ITEM L-5

VILLAGE OF DEXTER
WASHTENAW COUNTY
STATE OF MICHIGAN

**RESOLUTION OF SUPPORT FOR
APPLICATION TO THE COMMUNITY FORESTRY GRANT PROGRAM**

WHEREAS, the Dexter Village Council and Tree Board desire to develop a program to maintain and care for existing trees within the Village of Dexter and the State of Michigan; and

WHEREAS, the Dexter Village Council and Tree Board wish to preserve and enhance the existing character of the village; and

WHEREAS, the Village of Dexter and Tree Board desire to plant trees within public rights-of-ways and parks,

WHEREAS, the Village of Dexter and Tree Board desire to complete the Tree Management plan;

BE IT THEREFORE RESOLVED, that the Village of Dexter Village Council supports the Community Development Manager and the application to apply for the Community Forestry Grant through the State of Michigan Department of Natural Resources and oversee the implementation of the Village of Dexter's Tree Program.

MOVED BY: _____ SUPPORTED BY: _____

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED THIS _____ DAY OF _____.

Jim Seta, Village President

CERTIFIED BY:

David Boyle, Village Clerk



VILLAGE OF DEXTER - COMMUNITY DEVELOPMENT OFFICE

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

AGENDA 8-13-07

ITEM L-6

Memorandum

To: Village Council
Donna Dettling, Village Manager
From: Allison Bishop, Community Development Manager, AICP
Re: Planning Commission Recommendation
Amendments to Article 2, Definitions, Open Space
Date: August 13, 2007

The Zoning Board of Appeals (ZBA) recommended that the Planning Commission consider amending the Village of Dexter Zoning Ordinance to accommodate handicapped ramps in setbacks without requiring a variance.

At the May ZBA meeting a request was submitted by Rebuilding Together of Washtenaw (formerly Christmas in April) to install a handicapped accessible ramp at a residential home. The ramp was proposed within the front yard setback and there are currently no provisions permitting a handicapped ramp to encroach into the setback, therefore a variance was required.

The ZBA recommended that staff review possible ordinance amendments to eliminate the need for a variance in the future.

Matt Kowalski provided staff with information from the City of Ann Arbor and how the City addresses ramps and staff recommended that the Village consider an amendment to Article 2, Definitions, Open Space.

At the July 2, 2007 meeting the Planning Commission moved to set a public hearing regarding the proposed amendments to Article 2, Definitions, Open Space, as recommended by the Zoning Board of Appeals.

The Planning Commission discussed how the definition addressed refuse container and moved to remove refuse containers from the definition. The Planning Commission also discussed screening of mechanical equipment in residential districts. Mechanical equipment as proposed in the open space definition may be permitted anywhere on a lot except the front yard. Screening of residential mechanical equipment is not a requirement.

PLANNING COMMISSION DECISION

On August 6, 2007 the Planning Commission held a public hearing for the proposed amendments to Article 2, Open Space, Definitions. The Planning Commission moved to recommend that the Village Council approve the proposed amendment to Article 2, Definitions, Open Space.

The current definition of Open Space is as follows:

Open space: Required open space shall be on the same lot with the principal use and shall be unoccupied and unobstructed from the ground upward except for living plant material recreational

facilities, permitted signs, sidewalks, bike paths, and necessary drives and utility lines, unless as otherwise provided in this Ordinance. Where open space is required, no more than fifty percent (50%) of the required area shall be comprised of lakes, ponds, regulated wetlands or floodplain.

The Planning Commission recommended that the definition of Open Space be amended to the following:

Open Space: Required open space shall be on the same lot with the principal use and shall be unoccupied and unobstructed from the ground upward except for living plant material recreational facilities, permitted signs, sidewalks, bike paths, and necessary drives and utility lines, unless as otherwise provided in this Ordinance. Where open space is required, no more than fifty percent (50%) of the required area shall be comprised of lakes, ponds, regulated wetlands or floodplain. Exceptions: The following structures may be located anywhere on the lot: open and unroofed terraces, patios, stoops and steps, ramps for handicapped access, awnings, flag poles, trellises, retaining walls, fountains, outdoor cooking equipment, sidewalks, mailboxes, light poles, and fences in accordance with Article 3. In residential districts, the following types of structures may be located anywhere on the lot except in required front open space; fire escapes, and mechanical equipment. Certain architectural features such as cornices, eaves, gutters, and chimneys may project two (2) feet into required open space.

ACTION REQUESTED

Pursuant to Article 23, the Planning Commission and Village Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.

- A. Documentation has been provided from Village Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.
- B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the Village's standards are outdated.
- C. The Village Attorney recommends an amendment to respond to significant case law.
- D. The amendment would promote implementation of the goals and objectives of the Village's Master Plan.
- E. Other factors deemed appropriate by the Planning Commission and Village Council.

SUGGESTED MOTIONS

Per Section 23.07, Criteria for Amendment to the Zoning Ordinance Text and the recommendation from the Planning Commission, the Village Council has been provided with documentation from the Zoning Board of Appeals and Planning Commission indicating problems with the definition of open space in Article 2, Definitions of the Village of Dexter Zoning Ordinance. The Village Council therefore moves to adopt the recommended ordinance amendment.

OR

The Village Council moves to postpone the Planning Commissions recommendation to amend Article 2, Definition for Open Space until ____ **(DATE)** ____ to allow more time to address the following:

- 1. _____
- 2. _____

Please feel free to contact me if you have any additional questions.
Thank you.



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

AGENDA 8-13-07

ITEM 4-7
COMMUNITY DEVELOPMENT OFFICE

Memorandum

To: Village Council
Donna Dettling, Village Manager
From: Allison Bishop, Community Development Manager, AICP
Re: Planning Commission Recommendation
Article 21, Site Plan Review and Approval
Date: August 13, 2007

At the July 2, 2007 meeting the Planning Commission moved to set a public hearing for August 6, 2007 regarding the proposed amendments to Article 21, Site Plan Review and Approval, as recommended by staff.

The amendments proposed were to clarify the ordinance with respect to issues that have come up within the Community Development Office and issues of concern addressed by the Planning Commission, Village Council and applicants. Additional language is also proposed to more closely mirror the recently amendments to the PUD Ordinance and the natural features protection requirements, site lighting, process, and site plan time limit extensions.

The proposed amendments are shown with strikethroughs and underlines.

It was recommended that the Planning Commission adopt the proposed ordinance amendments.

PLANNING COMMISSION DECISION

On August 6, 2007 the Planning Commission held a public hearing on the proposed amendments to Article 21. The Planning Commission discussion included, but was not limited to:

- Amendments to criteria for when site plans are not required
- When CD copies of the final site plan are due
- Preliminary and final site plan expiration times
- Extension of time limits for preliminary and final site plans
- Final site plan expiration was changed from 1 year to 2 years to be more in line with other communities

Amendments were recently made to Article 21, therefore the proposed amendments are not extensive. The proposed amendments were recommended primarily to address the extension of time limits for site plans. Site plan extension time limits are typically part of a site plan ordinance, however for whatever reason had been eliminated from the Village's ordinance.

ACTION REQUESTED

Pursuant to Article 23, the Planning Commission and Village Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the Zoning Ordinance.

- A. Documentation has been provided from Village Staff or the Board of Zoning Appeals indicating problems and conflicts in implementation of specific sections of the Ordinance.
- B. Reference materials, planning and zoning publications, information gained at seminars or experiences of other communities demonstrate improved techniques to deal with certain zoning issues, or that the Village's standards are outdated.
- C. The Village Attorney recommends an amendment to respond to significant case law.
- D. The amendment would promote implementation of the goals and objectives of the Village's Master Plan.
- E. Other factors deemed appropriate by the Planning Commission and Village Council.

SUGGESTED MOTIONS

Per Section 23.07, Criteria for Amendment to the Zoning Ordinance Text and the Planning Commission's recommendation, the Village Council has been provided with documentation from the Village Staff and the Planning Commission indicating problems with time limit extensions for site plans and other requirements within Article 21, Site Plan Review and Approval of the Village of Dexter Zoning Ordinance. The Village Council therefore moves to adopt the recommended amendments to Article 21.

OR

The Village Council moves to postpone the Planning Commission's recommendation for the proposed amendments to Article 21, Site Plan Review and Approval until ____ **(DATE)** ____ to allow more time to address the following:

1. _____
2. _____

Please feel free to contact me if you have any additional questions.

Thank you.

Article XXI

SITE PLAN REVIEW AND APPROVAL

Section 21.01 INTENT

The intent of this article is to establish the procedures and consistent standards for review and approval of site plans to ensure full compliance with the regulations in this Ordinance and other applicable ordinances and state and federal regulations of development proposals. Site plan review standards are intended to encourage consultation and cooperation between the applicant and the Village to balance the property owners right to a reasonable rate of return on investment with the Village's overall land use goals, the—and desire to minimize adverse impacts on the investments of surrounding landowners, and further ensure proper relationships between the development features as they relate to: traffic safety, service roads, driveways, parking areas, accessory buildings and uses, and open spaces. Therefore, these site plan review standards insure a thorough evaluation of a development in relation to the goals of the Village of Dexter Master Plan and the potential impacts on the environment, drainage, utilities, traffic, aesthetics, property values and other public health, safety and welfare issues.

This section also contains special provisions to evaluate impacts of particular uses and to allow administrative approval in certain cases where there is a change in use, a minor change to an existing site or a minor change determined necessary in the field during construction.

Section 21.02 USES REQUIRING SITE PLAN REVIEW

Site Plan Review and approval is required for all proposed uses and structures within the Village except for single-family dwellings and accessory structures.

1. Site Plan Review and approval is required for existing uses or structures, except single-family detached dwellings on individual lots, where an alteration to the existing use or structure would result in any of the following conditions:
 - A. an increase or reduction of the floor area of a structure or land area occupied by the use.
 - B. a change of use, even if the change of use is permitted in the subject Zoning District.
 - C. a requirement of a variance from the provisions of this Ordinance, regardless of its size.
 - D. the construction, expansion, or contraction of an off-street parking lot; or the resurfacing of an off-street parking lot when construction includes resurfacing, drainage alterations, or the addition or replacement of the base or sub-grade.

Site Plan Review and Approval

- E. Any other change in use or development that could affect compliance with the standards set forth in this Ordinance.
- 2. Site Plan Not Required. Submission of a site plan shall not be required in the following circumstances.
 - A.1. Single and two-family residential dwelling units on individual lots and related accessory buildings.
 - B.2. Residential and agricultural accessory buildings.
 - C.3. Nonresidential accessory buildings less than 700 square feet in area.
 - D. Any change from one conforming use to another conforming use which does not require off-street parking in addition to that already provided. (Any change from a nonconforming use to a conforming use requires site plan review and approval, whether sufficient parking exists or not.)
 - E. Any building additions, exterior remodeling or exterior alteration which does not increase the existing area of the building by more than ten (10) percent and does not require off-street parking in addition to that already provided. This does not eliminate the requirement for architectural review of the plans by the Site Plan Review Committee.
 - F. Payments in Lieu of Parking in the Village Commercial District: The payment for parking space credits listed under Section 5.09 in lieu of providing off-street parking spaces shall not effect the requirement for site plan review and approval of additional off-street parking spaces if needed.

Some site plans may be eligible for administrative review and approval pursuant to Section 21.06.

The Zoning Administrator shall not issue a certificate of zoning compliance or a building permit for construction of, addition to, any one of the above listed buildings or structures until a final site plan therefore has been approved and is in effect. Unless exempted from site plan review as set forth above, no person shall commence, change, or expand the use of a property or structure, nor shall the Zoning Administrator issue a certificate of occupancy for such use, until a final site plan has been approved and is in effect.

No grading, removal of trees or other vegetation, land filling, or construction of improvements shall commence for any development for which site plan approval is required until a final site plan is approved and is in effect, except as otherwise provided in this Article.

Section 21.03 CRITERIA OF SITE PLAN REVIEW

The Planning Commission (and Village Council) shall review the site plan to ensure that it complies with all of the criteria below:

Site Plan Review and Approval

- A. The proposed use will be harmonious to the surrounding neighborhood.
- B. The location of buildings, outside storage receptacles, parking areas, lighting, fences or obscuring walls, and utility areas will minimize adverse effects of the proposed use for the occupants of that property and the tenants, owners, and occupants of surrounding properties.
- C. There is a proper relationship between roadways and proposed service drives, driveways, and parking areas to encourage the safety and convenience of pedestrian and vehicular traffic. The site plan includes the minimum number of driveways required to provide reasonable access. Driveways are spaced as far apart from intersections and other driveways as practical to reduce accident and congestion potential. Sharing driveways and parking with adjacent uses is encouraged.
- D. The site plan provides for proper development of roads, easements, and public utilities and protects the general health, safety, and welfare of the Village and its residents.
- E. Building architecture, materials, roof line, colors, windows and similar elements shall be consistent with buildings in the immediate neighborhood area, as determined by the Planning Commission (or Village Council for Special Land Uses). In the case of commercial buildings, building floor plans, elevations and proposed materials shall be submitted with the Final Site Plan. 3-dimensional color renderings or 2-dimensional color elevations may be requested by the Planning Commission at any point in the review process. The Zoning Administrator may request material samples for verification in the field during construction. The intent of this standard is to provide a harmonious, unified community to help create a sense of place and contribute to the image and quality of life in the Village. Elevations, Floor plans, and materials to be used must be provided for the Planning Commissions review. The requested renderings may be presented at the Site Plan Review meeting or provided in advance when sets are submitted to the Zoning Administrator.
- F. The proposed site plan complies with all Village codes and ordinances. Site plans for Mobile Home Park Districts shall comply with the preliminary plan requirements established in the Michigan Mobile Home Commission Acts.
- G. The project and related improvements shall be designed to include the conservation and protection of existing natural resources and features, such as lakes, ponds, streams, wetlands, floodplains, steep slopes, groundwater, trees and wooded areas, and to protect land and water resources from pollution, including pollution of soils, groundwater, rivers, streams, lakes, ponds, and wetlands. The proposed development shall respect the natural topography to the maximum extent possible by minimizing the amount of cutting, filling and grading required.
- H. Storm water detention, retention, transport, and drainage facilities shall be designed to conserve and enhance the natural storm water system on site, including the storage and

Site Plan Review and Approval

filtering capacity of wetlands, watercourses, and water bodies, and/or the infiltration capability of the natural landscape. Storm water facilities shall not cause flooding or the potential for pollution of surface or groundwater, on-site or off-site. Storm water facilities shall conform with the requirements of the county drain commissioner. Deviations from the Washtenaw County Drain Commission standards may be permitted upon review and approval by the Village Engineer.

- I. General-purpose floor drains shall be connected to public sewer system or an on-site holding tank (not a septic tank) in accordance with state, county and municipal requirements, unless a groundwater discharge permit has been obtained from Michigan Department of Environmental Quality. General-purpose floor drains, which discharge to groundwater, are prohibited.
- J. Sites at which hazardous substances, hazardous wastes, or potentially polluting materials are stored, used or generated shall be designed to prevent spills and discharges of such materials to the air, surface of the ground, groundwater, lakes, streams, rivers or wetlands.
- K. Secondary containment facilities shall be provided for above ground storage of hazardous substances, hazardous wastes, or potentially polluting materials in accordance with the state and federal requirements. Aboveground secondary containment facilities shall be designed and constructed so that the potentially polluting material cannot escape from the unit by gravity through sewers, drains or other means, directly or indirectly, into a sewer system or into the waters of the state (including groundwater).
- L. Underground storage tanks shall be registered, installed, operated, maintained, closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.
- M. Out of service or abandoned underground storage tanks shall be closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.
- N. Aboveground storage tanks shall be certified, installed, operated, maintained, closed and removed in accordance with regulations of the Michigan Department of Environmental Quality.
- O. Bulk storage facilities for pesticides and fertilizers shall be in compliance with requirements of the Michigan Department of Agriculture. Low phosphorus fertilizers are encouraged.
- P. Abandoned water wells (wells no longer in use or in disrepair), abandoned monitoring wells, cisterns shall be plugged in accordance with regulations and procedures of the Michigan Department of Environmental Quality and the County or District Health Department.

Site Plan Review and Approval

- Q. State and Federal requirements for storage, spill prevention, record keeping, emergency response, transport and disposal of hazardous substances, hazardous wastes, liquid industrial waste or potentially polluting materials shall be met. No discharge to surface water or groundwater, including direct and indirect discharges of waste, waste effluent, wastewater, pollutants, or cooling water shall be allowed without approval from state, county and local agencies.

Section 21.04 APPLICATION FOR SITE PLAN REVIEW

~~Unless eligible for administrative review pursuant to section 21.06, applications for site plan review shall conform to the following:~~

- A. The site plan approval process is a two (2) phase process. The process shall include a preliminary site plan and a final site plan unless otherwise requested and approved in conformance with Section 21.05.
- B. An applicant may request a pre application meeting with the Village Zoning Administrator and/or the Site Plan Review Committee per the pre-application meeting schedule, as appropriate. During the conceptual review phase, a generalized site plan may be presented by the prospective applicant for consideration of the overall idea of the development. The meeting permits the applicant to obtain information regarding the most optimum location of building(s), points of ingress and egress to the site and an indication of other improvement necessary for site plan submittal. At this stage, details of landscaping, site grading, drainage and utilities, etc. are not essential. Basic questions of use, density, integration with existing development in the area and impacts on and the availability of public infrastructure are discussed. No decisions are made at this level.
- C. The detailed site plan presented for review and recommendation by the Planning Commission and consideration by the Village Council shall contain all information required in this Ordinance. The following are the submittal requirements. During the conceptual review phase, a generalized site plan may be presented by the prospective applicant for consideration of the overall idea of the development. Basic questions of use, density, integration with existing development in the area and impacts on and the availability of public infrastructure are discussed. A prospective applicant schedules the conference with the Village Zoning Administrator and other Village representatives per the pre-application meeting schedule, as appropriate. Following the pre-application conference, a complete submittal of a site plan shall be submitted per the following criteria: Unless eligible for administrative review pursuant to section 21.06, applications for site plan review shall conform to the following:
1. Planning Commission regular meetings are held the first Monday of the month. Site plans are due at the Village Office by 4:00 p.m. on the first Monday of the month to be placed on the following months agenda.

Site Plan Review and Approval

2. A completed application form and Environmental Permits Checklist as provided by the Village, along with the required fee and deposit established by resolution of the Village Council. The owner's signed consent is required on the application if the applicant is not the owner.
3. Sixteen (16) sets of site plan drawings, folded to approximately 8 ½ x 11 inches, or as prescribed by the Zoning Administrator, which will be forwarded by the Zoning Administrator to the Fire Department, Department of Public Services, Planner, and Engineer for review, if applicable. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.
4. Site plans shall always include an overall site plan for the entire development. Sheet size shall be at least 24" x 36". Site plans shall be drawn to a scale of not less than 1" = 20' for property less than three (3) acres, or to scale of not less than 1" = 100' for property of three (3) or more acres. One (1) set of 11" x 17" plans shall also be included with the submittal, along with color renderings of the building elevation, if applicable. Included on the site plan will be all of the following data as applicable, per this Article.

D.B. Preliminary site plan.

1. Information Required - Each preliminary site plan submitted for review shall provide the following information:
 - a. Location map, address and legal description of the property, dimensions and area of the site;
 - b. A scaled black and white elevation drawing of all sides of the building and sixteen (16) sets of 11" x 17" color elevations of all sides of the building depicting the color and character of all materials.
 - c. Topography and site soil classifications;
 - d. Name, address, phone number of the property owner and the applicant;
 - e. Title block, scale, north arrow, and date of plan;
 - f. Dimensional Requirements; (options) The following should be taken into account when designing a site layout: scale and design compatibility, circulation of light and air, provision of adequate access to and around

Site Plan Review and Approval

buildings for fire and police protection services, establishment of pleasant vistas, and arrangements conducive to enhancing the environmental quality of the site when developed minimizing the extent of impervious ground cover and minimizing the destruction of natural features which contribute to environmental quality.

- (1) Location and exterior dimensions of proposed buildings/structures; outline; floor area; distances between buildings/structures; height in feet and stories; finished floor elevations and number and type of dwelling units (where applicable).
- (2) Location and general alignment of all proposed streets and drives; right-of-way where applicable; surface area, width dimension; location and typical details of curbs; acceleration, deceleration, passing and turning lanes, and approaches, with details (where applicable); location and width of all entries and exits and curve-radii. Except for large parking lots, driveways shall be limited to one (1) per development.
- (3) Proposed parking - location and lot dimensions, space and aisle dimensions, angles of spaces, surface type and total number of spaces. Proposed Landbanked parking spaces should also be noted on the plan pursuant to section 5.

f.g. Location and size of open areas and recreation areas, if applicable; percentage of open areas or recreatal areas if applicable.

g.h. Existing zoning classification of property, delineation of required and proposed district regulations, dwelling unit schedule, density of development, FAR and lot area per dwelling unit for residential projects, lot coverage (percent), location and size of required buffers, if applicable;

h.i. Area of intended filling and/or cutting, outline of existing buildings/structures and drives, existing natural and man-made features to be retained or removed.

i.j. Location, width, and surface of proposed sidewalks and pedestrian ways.

j.k. Existing building, structures and other improvements, including drives, utility poles and towers, easements, pipelines, excavations, ditches (elevations and drainage directions), bridges, culverts and a clear indication of all improvements to remain and to be removed.

l.k. Adjacent land uses and zoning, location of adjacent buildings, drives and streets;

Site Plan Review and Approval

- ml. location and area of development phases, building program for each phase, projected schedule of development by phase;
- nm. Location and width of all existing and proposed easements on the site;
- on. General location and size of proposed water, sanitary sewer, and storm drainage systems; and location of overhead wire and poles; location of hydrants; and
- o.p. All adjacent property owned or controlled by the applicant or owner of the subject property.
- qp. existing topographic elevations at two (2) foot contour intervals. Indicate the direction of drainage flow.
- q-r. Location and elevations of existing water courses and water bodies, including county drains and surface drainage ways, floodplains and wetlands.
- r-s. Proposed storm water management plan including design of sewers, swales, outlets, and retention or detention ponds. Sufficient data regarding site runoff estimates and off-site drainage patterns shall be provided to permit review of the feasibility of storm water detention and/or retention as well as the impact on local surface and groundwater.
- s-t. Location and status of any floor drains discharging to grade or anywhere other than public sanitary or septic systems shall be specified on the site plan.
- t-u. Description and location of any existing or proposed outdoor storage facility (above ground and below ground storage).
- u-v. Description and location of on-site wastewater treatment and disposal systems.
- v-w. Location of existing and proposed private drinking water wells, monitoring wells, test wells, irrigation wells, or wells used for industrial processes.
- w-x. Size, location, and description of any proposed interior or exterior areas of structures for storing, using, loading or unloading of hazardous substances, hazardous waste, and/or polluting materials.
- x-y. Delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of the cleanup or closure.

Site Plan Review and Approval

y.z. Inventory of hazardous substances to be stored, used, or generated on-site, presented in a format acceptable to the local fire marshal.

z.aa. Completion of the state and county environmental permits checklist using the form provided.

2. Standards for Review - In reviewing a preliminary site plan the Planning Commission shall consider the following standards:

- a. That all required information has been provided;
- b. That the proposed development conforms to all regulations of the zoning district in which it is located;
- c. That the applicant may legally apply for site plan review;
- d. That vehicular and pedestrian traffic within the site, and in relation to streets and sidewalks serving the site, shall be safe and convenient;
- e. That the proposed site plan will be harmonious with, and not harmful, injurious, or objectionable to, existing and future uses in the immediate area;
- f. That natural resources will be preserved to a maximum feasible extent;
- g. That the proposed development respects natural topography to the maximum feasible extent, and minimizes the amount of cutting and filling required;
- h. That organic, wet, or other soils, which are not suitable for development, will be undisturbed or will be modified in an acceptable manner;
- i. That the proposed development properly respects floodway and flood plains on or in the vicinity of the subject property; and
- j. That phases of development are in logical sequence so that any phase will not depend upon a subsequent phase for adequate access, public utility services, drainage, or erosion control.

3. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws and standards and shall furnish written comments, opinions and recommendations to the Village Zoning Administrator at least two (2) weeks prior to the Planning Commission meeting where action is sought.

Site Plan Review and Approval

4. The Village may permit the applicant to resubmit revised plans in response to the review comment depending on the complexity of the project and the time necessary to review the plans. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.

5. Planning Commission and Village Council Action – If a completed application and site plan are received, the Planning Commission shall study the plan and shall, recommend approval, disapproval or approval with modification of the preliminary site plan.

After recommendation of the Planning Commission, the Village Council may approve, disapprove or may require changes in the plan, and may attach conditions to its approval. The Village Council shall advise the applicant in writing of its actions on a preliminary site plan.

6. Effect of Approval - Approval of a preliminary site plan by the Village Council shall indicate its acceptance of the proposed layout of buildings, streets, drives, parking areas, and other facilities and areas in accordance with the standards set forth in Section 21.04 (c)(2), herein.

The Village Council may, at its discretion and with appropriate conditions attached, authorize issuance of permits by the Zoning Administrator for grading and foundation work on the basis of an approved preliminary site plan. The conditions which may be attached to such permit for grading and foundation work shall include, but shall not be limited to, measures to control erosion, exemption of the Village from any liability if a final site plan is not approved, and provision of a bond for site restoration if work does not proceed to completion. The applicant must request, in writing, permission from Village Council to authorize grading and foundation work, if not specifically permitted by Village Council.

7. Expiration of Approval - Approval of a preliminary site plan shall be valid for a period of one hundred eighty (180) days from the date of approval and shall expire and be of no effect unless an application for a final site plan for all or part of the area included in the approved preliminary site plan is filed with the Village Zoning Administrator. The Village Council shall, within two (2) weeks of the date of approval of the preliminary site plan, transmit a written certification of such approval to the applicant. Phased Site Plans: If a final site plan is submitted for only a part of the area included in the approved preliminary site plan, successive final site plans shall be filed at intervals no greater than three (3) years from the date of approval of the previously approved final site plan. If such period is exceeded, the Village Council may declare the approved preliminary site plan invalid with respect to the remaining parts of the site, unless good cause can

Site Plan Review and Approval

be shown for the development schedule. In such case, the Village Council may require that the site plan be revised to meet current ordinance requirements.

8. Extensions of Time Limits: Time limits set forth in this article may be extended upon showing of good cause, and by written agreement between the petitioner and the recommendation of the Planning Commission and approval by Village Council.

E.C. Final Site Plan

1. Application - Following approval of a preliminary site plan, the applicant shall provide required copies of a final site plan, ~~the required electronic CD copies,~~ the review fee, and a completed application form with the Zoning Administrator. The Zoning Administrator, upon receipt of the application, shall transmit the final site plan drawing(s) to the Planning Commission prior to its next regular meeting. Village consultants require two (2) weeks for issuance of a review letter.
2. Information Required - Each Final site plan submitted for review shall provide the following information and shall meet the following specifications, where applicable:
 - a. The site plan shall be presented on more than one (1) drawing, for the purposes of clarity.
 - b. Title block, scale, north arrow, name and date of plan; date of revisions thereto.
 - c. Name and address of property owner and applicant; interest of applicant in property; name and address of developer.
 - d. Name and address of designer. Site plans shall be prepared, signed and sealed by the professional responsible for the work under Michigan law (architect, engineer, community planner, landscape architect, or land surveyor registered by the State of Michigan). All submitted sheets shall be sealed (with ink stamps or embossments). In addition, the title and index sheet of each drawing set and project manual shall be signed by the professional whose seal is applied to the documents.
 - e. A vicinity map; legal description of the property; dimensions and lot area. Where a metes and bounds description is used, lot line angles or bearing shall be indicated on the plan. Lot line dimensions and angles or bearing shall be based upon a boundary survey prepared by a contract land surveyor or registered surveyor and shall correlate with the legal description. Lot iron locations shall be identified.
 - f. Existing topography (minimum contour interval of two feet); existing natural features such as trees, wooded areas, streams, marshes, ponds, and

Site Plan Review and Approval

- other wetlands; clear indication of all natural features to remain and to be removed. All trees eight (8) inch diameter or larger shall be accurately located on the final site plan. Label each tree as to either preserved or removed and include a tree replacement plan in accordance with section 6.14.
- g. General description of deed restrictions, if any, and covenants and/or development agreement, and association by-laws shall be submitted for review per Section 21.14.
 - h. Owner, use and zoning classification of adjacent impacts; location and outline of buildings, drives, parking lots, and other improvements on adjacent properties.
 - i. Existing public utilities on or serving the property - location and size of water lines and hydrants it shall be noted on the plan that all hydrants shall have Storz connections; location, size and inverts for sanitary sewer and storm sewer lines; location of manholes and catch basins (proper casting shall be noted on plan), location and size of wells, septic tanks and drain fields.
 - j. Name and right-of-way of existing streets on or adjacent to the property; surface type and width; spot elevations at intersections with streets and drives of the proposed development. Federal, State, County or Locally required right-of-way signs shall be noted on the plan. Fire Lanes and Fire Lane signage shall be noted on the plan.
 - k. Zoning classification of the subject property; location of required yards; total ground floor area and lot coverage (percent); floor area ratio. In the case of residential units, the plan shall note dwelling unit density, lot area per dwelling unit, and a complete schedule of the number, size and type of dwelling units. In the case of commercial buildings, dimensioned building floor plans, a scaled black and white elevation drawing of all sides of the building and sixteen sets of 11" x 17" color elevations of all sides of the building depicting the color and character of materials. 3-dimensional color renderings may be requested by the Planning Commission. ~~elevations and proposed materials shall be submitted with the Final Site Plan. 3-dimensional color renderings or 2-dimensional color elevations may be requested by the Planning Commission at any point in the review process.~~—The Zoning Administrator may request material samples for verification in the field during construction.
 - l. Grading plan, showing finished contours at a minimum interval of two (2) feet, and correlated with existing contours so as to clearly indicate cut and fill required. All finished contour lines are to be connected to existing contour lines at or before the property lines.

Site Plan Review and Approval

- m. Location and exterior dimensions of proposed buildings/structures, with the location to be referenced to property lines or to a common base point; distances between buildings/structures; height in feet and stories; finished floor elevations and contact grade elevations.
- n. Location and alignment of all proposed streets and drives; right-of-way where applicable; surface type and width, and typical cross-section of same showing surface, base, and sub-surface materials and dimensions; location and typical depth of curbs; acceleration, deceleration, turning and passing lanes and approaches, with details (where applicable); location, width, surface elevations and grades of all entries and exits; curve radii.
- o. Location and dimensions of proposed parking lots; number of spaces in each lot; proposed landbanked parking spaces; dimensions of spaces and aisles; drainage pattern of lots; typical cross-section showing surface, base, and sub-surface materials; angles of spaces.
- p. Location and size of proposed improvements of open spaces and recreation areas, and maintenance provisions for such areas.
- q. Locations, width, and surface of proposed bike paths, sidewalks and pedestrian ways.
- r. Location and type of proposed screens and fences; height, typical elevation and vertical section of screens, showing materials and dimensions.
- s. Locations of proposed outdoor trash container enclosures; size, typical elevation, and vertical section of enclosures; showing materials and dimensions. Location of proposed transformers and method of screening. Location of proposed roof top units and method of screening.
- t. Location, type, size, area, and height of proposed signs, if applicable at the time of submittal. If signage details are not known at time of application a note shall be added to the plan indicating conformance with the Village's current sign regulations listed in the Zoning Ordinance.
- u. Layout, size of lines, inverts, hydrants, drainage flow patterns, location of manholes and catch basins for proposed sanitary sewer, water and storm drainage utilities; location and size of swales, detention and retention basins and degrees of slope of sides of ponds; calculations for size of storm drainage facilities; location of electricity and telephone services; location and size of underground tanks where applicable; location and size of outdoor incinerators; location and size of wells, septic tanks, and drain fields where applicable. Final engineering drawings for all site

Site Plan Review and Approval

improvements such as, but not limited to, water, sanitary sewer and storm sewer systems; streets, drives and parking lots; retention ponds and other ponds or lakes, retaining walls; shall be submitted to and approved by the Village Engineer prior to Planning Commission approval of the final site plan. If on-site water and sewer facilities are to be used, a letter of approval of same, or a copy of the permit from the Washtenaw County Health Department shall be submitted to the Planning Commission Secretary prior to Planning Commission approval of the final site plan. Detention and retention basin maintenance schedules shall be included on the final site plan.

Storm water Drainage/Erosion Control. All storm water drainage and erosion control plans shall meet the standards adopted by the Village for design and construction and shall to the minimum extent feasible, utilize non structural control techniques, including but not limited to: limitation of land disturbance and grading; maintenance of vegetated buffers and natural vegetation; minimization of impervious surfaces; use of terraces, contoured landscapes, runoff spreaders, grass, vegetated, or rock-lined swales; use of infiltration devices, including but not limited to rain gardens, native landscaping, and bio-retention swales.

- v. Landscape plan showing location, size, and species and diversity of plant materials.
 - w. Description of measures to control soil erosion and sedimentation during grading and construction operations and until a permanent ground cover is established. Recommendations for such measures may be obtained from the County Soil Conservation Service.
 - x. Location of proposed retaining walls; dimensions and materials of same; fill materials; typical vertical sections; restoration of adjacent properties; where applicable, retaining walls over 18 inches require engineering review.
 - y. Location, type, fixture detail, direction, height and photometric of outside lighting and/or decorative street lighting shall be shown on the plan. For decorative street lights within the public right-of-way a separate plan and CAD drawing must be submitted for review for conformance with the Village's Detroit Edison (DTE) Community Lighting Program.
 - z. Right-of-way expansion where applicable; reservation or dedication of right-of-way to be clearly noted.
3. Standards for Review - In reviewing the final site plan, the Planning Commission shall determine whether the plan meets the following standards;

Site Plan Review and Approval

- a. That the final site plan conforms to the preliminary site plan as approved by the Village Council;
 - b. That the plan meets all applicable standards in Section 21.04C(3). herein;
 - c. That the plan meets the specifications of Dexter Village for fire and police protection, water supply, sewage disposal or treatment, storm drainage, and other public facilities and services, and has been reviewed by the Village Planner, Village Fire Chief and the Village Engineer;
 - d. That the proposed development will not cause soil erosion or sedimentation problems;
 - e. That the drainage plan for the proposed development is adequate to accommodate anticipated storm water runoff and will not cause undue runoff onto neighboring property or overloading of watercourses in the area; that the proposed development is coordinated with improvements serving the subject property and with the other developments in the general vicinity;
 - f. That outside lighting will not adversely affect adjacent or neighboring properties, or traffic on adjacent streets;
 - g. That outdoor storage of garbage and refuse is contained, screened from view, and located so as not to be a nuisance to the subject property or neighboring properties;
 - h. That grading or filling will not destroy the character of the property or the surrounding area and will not adversely affect the adjacent or neighboring properties;
 - i. That parking layout will not adversely affect the flow of traffic within the site or to and from the adjacent streets;
 - j. That the plan meets the standards of other government agencies, where applicable, and that the approval of these agencies has been obtained or is assured; and
 - k. That the plan provides for the proper expansion of existing public streets serving the site, where applicable.
 - l. That the plan meets all other requirements /standards established by the Village of Dexter.
4. The Planner and Engineer shall review the plans and other information submitted for compliance with applicable ordinances, policies, laws and standards and shall

Site Plan Review and Approval

furnish written comments, opinions and recommendations to the Village Zoning Administrator at least two (2) weeks prior to the Planning Commission meeting where action is sought.

5. Any plan revised in response to comments from the Planner, Engineer or agencies/departments having jurisdiction shall not be placed on the Planning Commission agenda until written review comments from those persons noted above on the revision have been received by the Zoning Administrator.
6. Planning Commission and Village Council Action - The Planning Commission shall study the final site plan and shall, if the submitted application is complete, recommend approval or disapproval of the final site plan to the Village Council. After receiving a recommendation from the Commission the Village Council may approve, disapprove or require changes in the plan or may attach reasonable conditions to its approval.

The Planning Commission shall include in its study of the site plan consultation with the Village Zoning Administrator, the Village Fire Chief, Village Planner and the Village Engineer, and other governmental officials and departments and public utility companies that might have an interest in or be affected by the proposed development.

Upon Village Council approval of a final site plan, and resolution of any approval contingencies, the applicant, the owner(s) of record, or the legal representative thereof, and the Zoning Administrator shall each sign and stamp five (5) copies of the approved final site plan. One (1) electronic CD copy of the approved site plan in PDF and/or DWG format shall also be provided for the village's records. The Zoning Administrator shall transmit two (2) signed copies of the plan and any conditions attached to the approval to the applicant and Village project file. If the final site plan is rejected, the Village Council shall notify the applicant in writing of such action and the reasons therefore within two (2) weeks following the action.

7. Effect of Approval - Approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a building permit, provided all other requirements for a building permit have been met. In the case of uses without buildings or structures, approval of a final site plan authorizes issuance of a certificate of zoning compliance and issuance of a certificate of occupancy, provided all other requirements for such certificate have been met.
8. ~~Expiration of Approval - Approval of a final site plan shall expire and be of no effect unless a zoning permit shall have been issued within three hundred sixty five (365) days of the date of the final site plan. Approval of a final site plan shall expire and be of no effect 2 years (730 days) five hundred forty-five (545) days following the date of approval unless a Zoning Compliance application has been issued and construction has begun on the property and is diligently pursued to~~

Site Plan Review and Approval

completion in conformance with the approved final site plan.

9. Extensions of Time Limits: Time limits set forth in this article may be extended upon showing of good cause, and by written agreement between the petitioner and the recommendation of the Planning Commission and approval by Village Council.

Section 21.05 COMBINING PRELIMINARY AND FINAL SITE PLANS

An applicant may, at the applicant's discretion and risk, with approval of the Zoning Administrator, combine a preliminary and final site plan in an application for approval. The Zoning Administrator shall have the authority to require submittal of a preliminary site plan separate from a final site plan, where, in his/her opinion, the complexity and/or size of the proposed development so warrant. A preliminary and final site plan shall not be combined for any development consisting of two (2) or more phases.

SECTION 21.06 ADMINISTRATIVE REVIEW

The Village Zoning Administrator may review a site plan without submission to the Planning Commission, subject to all of the criteria, requirements and standards as followings:

- A. The Zoning Administrator may review and consider for approval, conditional approval or denial of site plans without submission to the Planning Commission in the following cases:
 1. Expansion or reduction of an existing conforming structure or use of one thousand (1,000) square feet or less.
 2. Changes of use within an existing building. The use change must be a permitted use within the subject zoning district and will be subject to all other applicable zoning provisions, i.e. parking, landscaping, dumpsters, etc.
 3. Provision for additional parking, loading/unloading spaces and landscape improvements as required by Ordinance.
- B. The Zoning Administrator is authorized to employ the Village Planner, Village Engineer or other experts to assist in the review of site plans submitted under this section.
- C. At the direction of the Zoning Administrator, any information required in Section 21.04 of the Zoning Ordinance may be required for administrative site plan approval. However, at a minimum, submissions of a site plan including the following information:
 1. Proprietors', applicants, and owner's names, addresses and telephone numbers.
 2. Date (month, day, year), including revisions.
 3. Title Block and Scale.

Site Plan Review and Approval

4. North arrow.
 5. Proposed and existing structures, parking areas, etc. on the parcel, and within one hundred (100) feet of the parcel.
 6. Floor plans and Elevations. Two or Three dimensional color renderings may be requested by the Zoning Administrator.
- D. The Zoning Administrator shall consider the criteria set forth in Section 21.03 in the review of the site plans submitted under this Section.

Section 21.07 MODIFICATION OF PLAN DURING CONSTRUCTION

All site improvements shall conform to the approved final site plan, including engineering drawings approved by the Village Engineer. If the applicant makes any changes during construction in the development in relation to the approved final site plan, such changes shall be made at the applicant's risk, without any assurances that the Village Council will approve the changes.

It shall be the responsibility of the applicant to notify in writing the Zoning Administrator, and the Village Council of any changes. The Zoning Administrator may require the applicant to correct the changes so as to conform to the approved final site plan, approve the proposed modification or require the applicant to make the modification request to the Village Council.

Section 21.08 AS-BUILT DRAWINGS

- A. The applicant shall provide as-built drawings and a project engineer's certificate of all sanitary sewer, water, and storm-sewer lines and all appurtenances, which were installed on a site for which a final site plan was approved. As-built drawing requirements are available in the Village's current engineering standards. The drawings shall be submitted to the Village Zoning Administrator, and shall be approved by the Village Engineer prior to the release of any performance guarantee or part thereof covering such installation. An as-built performance deposit is required to ensure the completion of the as-built drawings.
- B. The as-built drawings shall show, but shall not be limited to, such information as the exact size, type and location of pipes; location and size of valves, fire hydrants, tees and crosses; depth and slopes of retention basins; and location of any type of other utility installations. The drawings shall show plan and profile views of all sanitary and storm sewer lines and plan views of all water lines.
- C. The as-built drawings shall show all work as actually installed and as field verified by a professional engineer or a representative thereof. The drawings shall be identified as "As-Built Drawings" in the title block of each drawing and shall be signed and dated by the owner of the development or the owner's legal representative and shall bear the seal of a professional engineer.

Site Plan Review and Approval

- D. Upon acceptance of the as-built drawings the applicant shall submit the required information for the dedication of public infrastructure, if applicable.

Section 21.09 - PHASING OF DEVELOPMENT

The applicant may divide the proposed development into two or more phases. In such case the preliminary site plan shall cover the entire property involved and shall clearly indicate the location, size, and character of each phase. A final site plan shall be submitted for review and approval for each phase. A construction timeline must be submitted for phased development. The Village Council may impose restrictions on the approval of subsequent plans and phases due to lack of permit activity for a period of more than one (1) year. Prior to the approval of subsequent phases the Village Council may require that incomplete site work, such as but not limited to incomplete sidewalks, roads or other site amenities that affect the quality of life for residents, be completed.

Section 21.10 - INSPECTION

The Zoning Administrator shall be responsible for inspecting all improvements for conformance with the approved final site plan. All sub-grade improvements, such as utilities sub-base installations for drives and parking lots, and similar improvements shall be inspected and approved prior to covering. The applicant shall deposit with the Village, to be held by the Village in escrow, an amount deemed reasonable by the Zoning Administrator and/or Village Engineer to pay for anticipated inspections. The applicant shall be responsible for requesting the necessary inspections. The Zoning Administrator shall obtain inspection assistance from the Village Fire Chief, and Engineer, where applicable. The Zoning Administrator shall notify the Planning Commission in writing when a development for which a final site plan is approved has passed inspection with respect to the approved final site plan. The Zoning Administrator shall notify the Village Council and the Planning Commission in writing, of any development for which a final site plan was approved, which does not pass inspection with respect to the approved final site plan, and shall advise the Village Council and the Planning Commission of steps taken to achieve compliance. In such case, the Zoning Administrator shall periodically notify the Village Council and the Planning Commission of progress toward compliance with the approved final site plan and when compliance is achieved.

Section 21.11 PERFORMANCE GUARANTEES

- A. Performance bonds, irrevocable bank letters of credit, cash deposits, or other forms of security shall be provided by the applicant to the Village. The guarantee shall be provided after a final site plan and/or zoning compliance certificate is approved, but prior to issuance of a certificate of final zoning compliance, or as determined by the Zoning Administrator, for any improvements covered by the site plan. The guarantee shall cover site improvements shown on the approved final site plan, which will not be completed prior to issuance of the certificate of final zoning compliance. Site improvements shall include but not be limited to: streets and drives, parking lots, sidewalks, street signage, grading, required landscaping, required screens, storm drainage, exterior lighting, trash enclosures, utilities and any other information shown on the approved final site plan.

Site Plan Review and Approval

- B. The applicant shall provide a cost estimate of the improvements to be covered by the guarantee and such estimate shall be verified as to amount by the Village Engineer. The form of the guarantee shall be approved by the Village Attorney.
- C. If the applicant shall fail to provide any site improvement according to the approved plans within the time period specified in the guarantee, the Village Council shall have the authority to have such work completed. The Village Council may reimburse itself for cost of such work, including administrative costs, by appropriating funds from the deposited security, or may require performance by the bonding company.
- D. If a cash deposit is used, the applicant and Village Zoning Administrator shall decide at the time of deposit on the means of rebating portions of the deposit in proportion to the amount of work completed on the covered improvements. All required inspections for improvements for which the cash deposit is to be rebated shall have been made before any rebate shall be made.
- E. The Zoning Administrator may refuse to sign a certificate of final zoning compliance in order to achieve compliance with the approved final site plan, and approved engineering plans related thereto. In such cases, a certificate of final zoning compliance shall be signed by the Zoning Administrator upon compliance with the approved plans or upon provision of adequate security to guarantee compliance following occupancy.

Section 21.12 - FEES

Fees for the application and review of site plans and inspections as required by this Article shall be established and may be amended by resolution of the Village Council.

Section 21.13 - VIOLATIONS

The approved final site plan shall become part of the record of approval and subsequent action relating to the site in question shall be consistent with the approved final site plan, unless the Village Council agrees to such changes as provided in this Article. Any violation of the provisions of this Article, including any improvement not in conformance with the approved final site plan, shall be deemed a violation of this Ordinance and shall be subject to all penalties therein.

Section 21.14 PROPERTY MAINTENANCE AFTER APPROVAL

It shall be the responsibility of the owner of a property for which site plan approval has been granted to maintain the property in accordance with the approved site design on a continuing basis until the property is razed, or until new zoning regulations supersede the regulations upon which site plan approval was based, or until a new site design is approved. This maintenance requirement includes healthy landscaping, walls, fences, pavement, pavement markings, signs, building exterior, drainage facilities and all other elements of a site. Any property owner who fails to so maintain an approved site design shall be deemed in violation of the use provisions of this Ordinance and shall be subject to the same penalties appropriate for a use violation.

Site Plan Review and Approval

With respect to condominium projects, the Master Deed shall contain provisions describing the responsibilities of the condominium association, condominium owners, and public entities, with regard to maintenance of the property in accordance with the approved site plan on a continuing basis. A storm water management maintenance schedule shall be part of the master deed. The Master Deed shall further establish the means of permanent financing for required maintenance and improvement activities, which are the responsibility of the condominium association. Failure to maintain an approved site plan shall be deemed in violation of the use provisions of this Ordinance and shall be subject to the same penalties appropriate for a use violation.

Prior to the transitional control date, the developer shall not amend the Master Deed without approval from the Planning Commission.



Memorandum

To: Village Council
Donna Dettling, Village Manager
From: Allison Bishop, Community Development Manager, AICP
Re: Recommendation from Planning Commission
Article 15B, Ann Arbor Road Corridor Overlay District
Date: August 15, 2007

The Village Council had recommended that the Planning Commission consider amending Article 15B, specifically Section 15(B).05, Access Management and other articles to eliminate and/or more strictly prohibit provisions for direct access to Dexter Ann Arbor Road within the Ann Arbor Road Corridor Overlay District.

Based on Council's request the Planning Commission established a subcommittee to review the standards within the Ann Arbor Road Corridor and to consider establishing standards for the Baker Road Corridor. Subcommittee members included, Commissioners Bellefluer, Kimmel, Phillips and Carson. Others in attendance, Community Development Manager Bishop.

The subcommittee met on July 24, 2007 and started by discussing the specific question from Council regarding Access Management. Minutes and/or discussion points are included for your review.

Based on the information available at this time and as discussed by the subcommittee, the subcommittee finds the existing language appropriate and did not recommended that amendments be proposed to eliminate and/or more strictly prohibit provisions for direct access to Dexter Ann Arbor Road within the Ann Arbor Road Corridor Overlay District. The recommendation was made based on the goals and objectives within the Ann Arbor Road Corridor Study and the Master Plan. The subcommittee felt as though amending the current language within the ordinance to prohibit or eliminate curb cuts conflicts with the goals of the Corridor study, specifically those promoting economic development within the corridor. The subcommittee also discussed that curb cuts are approved through the site plan process based on traffic studies completed by qualified professionals and that curb cuts should not dictate development, the type of development and the proposed uses should dictate curb cuts.

PLANNING COMMISSION DECISION

On August 6, 2007 the Planning Commission discussed the subcommittees recommendation regarding Article 15B and the Access Management Guidelines. Items of discussion included, but were not limited to:

- Information in the Master Plan
- Information in the Ann Arbor Road Corridor Plan
- Subcommittee synopsis
- Existing language provides adequate coverage of ways to evaluate traffic concerns/safety

The Planning Commission moved the following DRAFT motion:

The Planning Commission moves to **accept** the subcommittees recommendation to not amend Article 15B, Ann Arbor Road Corridor Standards and forward the recommendation to the Village Council.

It is the intention of the subcommittee to continue to meet to review additional amendments to Article 15(B) and to discuss consideration of amendments to incorporate the goals and objectives of the Baker Road Corridor. The subcommittee will provide additional recommendations for Article 15B following further and more comprehensive review.

Please feel free to contact me if you have any additional questions.

Thank you.

Allison Bishop

From: Allison Bishop [abishop@villageofdexter.org] on behalf of Allison Bishop
Sent: Wednesday, July 25, 2007 5:04 PM
To: Jim Carson (E-mail); John Bellefleur (E-mail); Mary Kimmel (E-mail); Matt Kowalski (E-mail); Tom Phillips (E-mail 2); Tom Phillips (E-mail)
Cc: Donna Dettling
Subject: Meeting Synopsis - Corridor Subcommittee 7-24-07

Corridor Subcommittee,

The following is a brief synopsis of last night's meeting. I have highlighted the issues that I think the group would recommend that the Planning Commission consider. I may have missed a few points, therefore please let me know by Monday, July 30th if I should add anything for the subcommittee's presentation to the Planning Commission on August 6th.

Thanks.

SYNOPSIS

The group started by reviewing the email from Councilperson Semifero and the 6 questions listed in the email.

1. Consider allowing direct access only as temporary access points with the requirement that such access points must be removed in the future when additional development is completed and indirect access can be established.
2. Eliminate flexibility where it is not completely necessary and make the requirement more explicit than it already is. Make wording more strict - more shalls and less may's, including showing cause for proposed direct access in C4, prohibiting direct access if shared access is available in any way, strengthen wording of section H and J, and changing all wording to show plans for direct access are temporary.
3. Consider requiring approval by Council in addition to Planning Commission as a secondary check on direct access.
4. Answer the following and submit proposed wording: Can access easements be required as a condition of site plan approval to ensure that access is granted from adjacent land owners? This would be to ensure access is available in early developments for later developments and to eliminate any temporary access points granted once later developments are implemented?
5. Add provision to deem current access points as "nonconforming" access points which must be removed when developed, redeveloped, or improved. Include unused drives (MAV) and single family homes (south side of AA Rd) to drive elimination of driveways as the area is redeveloped or improved.
6. Include in the intent of the article discussions and comments from the public who developed the AA Rd Corridor plan indicating limiting direct access was a strong desire of the group.

More specifically the group focused on the Access Management Standards within the Ann Arbor Road Corridor Overlay District. The group will provide a recommendation to the Planning Commission to review and forward to the Village Council. Timeline August 6 PC and August 13 VC.

-Kimmel was part of the AA Rd Corridor team and informed the group that the intent was to reduce curb cuts along Dexter Ann Arbor Road due to the traffic congestion and to avoid a "Stadium Blvd or Washtenaw" type of roadway with multiple entrances. Kimmel also informed the group that MAV Development was part of the corridor study planning team.

-Do not design roads for peak travel times. Traffic studies are done to design roads, roads should not be designed based on development traffic. Driveway locations should be dictated by traffic studies, not the other way around.

-We should not be dictating traffic engineering by ordinance.

-Connecting parking lots and planning for the connection of parking lots on site plans is reasonable. Requiring developers to show on their site plan how parking lots from adjacent lots can be connected is good policy. The parking areas can be shown for planning purposes only and will get developers thinking about the connections when they are preparing their site plans. Consideration should be given to an amendment to address these concerns.

-Cannot draft ordinances for specific situations, ordinances are designed to be flexible to promote better site design at each unique development situation.

-Standards within the current ordinance promote shared driveways and lists standards for the Planning Commission to evaluate each situation. It is difficult to require one developer to remove a temporary access point from a site (post final approval) because the site is never completed and the development or situation may change in the future, indefinite end. Requiring this removal of access points could also have negative development impacts on future projects.

-Ann Arbor Rd Corridor plan lays out very specific standards for the Planning Commission to evaluate curb cuts and their

location. The Planning Commission is given the discretion to permit additional curb cuts only under certain circumstances that are laid out within the ordinance standards and are based off of traffic studies, recommendations by Village consultants and/or specific dimensional standards within the ordinance.

-AA Rd Corridor Standards, Section 15B.05H, very specifically addresses reducing access points based on the "beneficial impacts to traffic operations and safety" and lists specific situations in which the standards may be implemented and required. **The Planning Commission could consider adding additional language strongly encouraging the use of shared drives and service drives.**

-Goals of the Ann Arbor Road Corridor Standards within the Master Plan do not preclude driveways/curb cuts to development.

-Consideration should be given to amending the standards to limit turning movements and encouraging traffic pattern to be directed towards traffic signals, especially for left turns.

-Consideration should be given to encouraging less pedestrian and vehicular conflicts by reducing curb cuts where possible.

-Requiring easements from adjacent property owners was discussed and Allison will check with the Village attorney.

-Adding discussion and comments from the public who developed the AA Rd Corridor plan was determined to not be appropriate for an ordinance. The intent and the standards within the ordinance were drafted based on the corridor groups goals and objectives and the ordinance is how those goals and objectives are implemented.

-Nonconforming access points - The group discussed that current ordinances address the concern for nonconforming driveways. The area of concern, south of Dexter Ann Arbor Road between the Mobil Station and the School, is currently zoned R-3. Minimum lot size requirements in R-3 is 4 acres. In order for there to be redevelopment a developer would be required to meet the current standards of the ordinance, including minimum lot size and the access management guidelines in the ordinance. The driveways are currently legal nonconforming driveways.

Please let me know if I have missed anything and thank you for your participation.

Allison J. Bishop, AICP
Community Development Manager
Village of Dexter
734.426.8303 ext. 15

Allison Bishop

From: Thom Phillips [tphillips@hobbs-black.com]
Sent: Tuesday, July 31, 2007 2:42 PM
To: Allison Bishop; 'Jim Carson (E-mail)'; 'John Bellefleur (E-mail)'; 'Mary Kimmel (E-mail)'; 'Matt Kowalski (E-mail)'; 'Tom Phillips (E-mail 2)'
Cc: Donna Dettling
Subject: RE: Meeting Synopsis - Corridor Subcommittee 7-24-07

Allison,

In accordance with our meeting I respectfully submit my two cents on this matter:

While endeavoring to limit curb cuts is a component of the ARC zoning ordinance and referenced corridor study, the issue might be viewed more in the context of the entire document/s rather than a stand-alone item.

If we are to revise the ARC ordinance to mandate specific elements of traffic engineering (curb cut number and location) at the expense of applicant development flexibility and planning commission judgment then I think we are questioning the value of our visioning and approval processes as well as those consultants who advise us. Further, after asking for their opinions we are disputing the applicant community's judgment about their development needs in a specific manor (by placing this issue above the study's primary goals that encourage development), in exchange for an engineering mandate with an unclear public benefit.

Further, projects along AAD Road with one or two curb cuts have been approved and constructed and appear to operate without unusual safety or traffic problems. If more safety is always better regardless of data, then the Ann Arbor Road Corridor Study results are flawed and it should be revised so that the primary goals reflect this concern and the first 4 goals focused on 'encouraging development' moved down the list.

Regards:

Thomas L. Phillips

-----Original Message-----

From: Allison Bishop [mailto:abishop@villageofdexter.org]
Sent: Wednesday, July 25, 2007 5:04 PM
To: Jim Carson (E-mail); John Bellefleur (E-mail); Mary Kimmel (E-mail); Matt Kowalski (E-mail); Tom Phillips (E-mail 2); Tom Phillips (E-mail)
Cc: Donna Dettling
Subject: Meeting Synopsis - Corridor Subcommittee 7-24-07

Corridor Subcommittee,

The following is a brief synopsis of last nights meeting. I have highlighted the issues that I think the group would recommend that the Planning Commission consider. I may have missed a few points, therefore

Donna Dettling

From: Joe Semifero [jrsemifero@gmail.com]
 Sent: Monday, June 18, 2007 3:09 PM
 To: Donna Dettling; Jim Seta; Jim Seta
 Subject: Item for Council Meeting Agenda 25-JUN-2007 - Rewrite of AA Rd Corr Access Management

Jim, Donna,

I am submitting the following for the 25-Jun-2007 Council meeting agenda. I tried to take a stab at it myself but the article is pretty convoluted and needs a lot of work if the types of changes I am proposing are to happen. I am not sure I would do an adequate job so I am asking if staff can lead an effort to rewrite. Before any effort at all is expended I would like to discuss with Council. I can try to participate in any rewrite attempt although I will be out of town 26-Jun to 28-Jun.

Consideration: Direct the Village Manager to determine revised ordinance wording (in Article 15(B), specifically 15(B).05 - Access Management, and other articles as necessary) to eliminate and / or more strictly prohibit provisions for direct access to Ann Arbor Road in the Ann Arbor Road Corridor. Completion should be in time for consideration by Council to send to Planning Commission no later than the July 23 Council meeting. Provisions to address:

- feedback from those involved in process
 - intent of corridor plan - need to drive shared access

- 1) Consider allowing direct access only as temporary access points with requirement that such access points must be removed in the future when additional development is completed and indirect access is established.
- 2) Eliminate flexibility where it is not completely necessary and make the requirement more explicit than it already is. Make wording more strict - more "shall", less "may"; including showing cause for proposed direct access in C4, prohibiting direct access if shared access is available in any way, strengthen wording of section H. and J., and changing all wording to show plans for direct access are temporary.
- 3) Consider requiring approval by Council in addition to Planning Commission as a secondary check on direct access.
- 4) Answer the following and submit proposed wording: Can access easements be required as a condition of site plan approval to ensure access is granted from adjacent land owners? This would be to ensure access is available in early developments for later developments and to eliminate any temporary access points granted once later developments are implemented.
- 5) Add provision to deem current access points as "non-conforming" access points which must be removed when developed, redeveloped, or improved. Include unused drives (MAV) and single family homes (south side of AA Rd) to drive elimination of driveways as the area is redeveloped or improved.
- 6) Include in the intent of the article the discussions and comments from the public who developed the AA Rd Corridor plan indicating limiting direct access was a strong desire of the group.

Thanks,

- Joe
- ① MAV - no access from east? west? - may take out temp. access in future
 - ② must have shared access
 - ③ make adjacent owners provide access

Section 15(B).05

ACCESS MANAGEMENT

A. Statement of Purpose

The purpose of this section is to provide access standards which will facilitate through traffic operations, ensure public safety along roadways, and protect the public investment in the street system; while providing property owners with reasonable, though not always direct, access. The standards are specifically designed for streets whose primary function is the movement of through traffic, as opposed to local streets whose primary function is access to adjacent properties.

B. Commercial Driveway Definition: For the purposes of this Section, a commercial driveway is defined as any vehicular access except those serving one (1) or two (2) dwelling units, or serving just an essential public service structure.

C. Application of Standards

1. The standards of this section shall be applied to the Dexter-Ann Arbor Road Corridor Overlay Zoning District.
2. The access standards contained herein shall be required in addition to, and where permissible shall supersede the requirements of the Washtenaw Road Commissioner.
3. The standards contained in this section shall apply to all uses, except permitted single-family and two-family dwelling units.
4. For expansion and/or redevelopment of existing sites where the Planning Commission determines that compliance with all standards of this section is unreasonable, the standards shall be applied to the maximum extent possible. In such situation, suitable alternatives which substantially achieve the purpose of this section may be accepted by the Planning Commission, provided that the applicant demonstrates all of the following apply:
 - a) Size of the parcel is insufficient to meet the dimensional standards.
 - b) The spacing of existing, adjacent driveways or environmental constraints prohibit adherence to the access standards at a reasonable cost.
 - c) The use will generate less than five-hundred (500) total vehicle trips per day or less than seventy-five (75) total vehicle trips in the peak hour of travel on the adjacent street, based on rates developed by the Trip Generation Institute of Transportation Engineers.
 - d) There is no other reasonable means of access.

D. General Standards for Driveway Location

1. Driveways shall be located so as to minimize interference with the free movement of traffic, to provide adequate sight distance, and to provide the most favorable driveway grade to be determined at engineering review.
2. Driveways, including the radii or tapered approach but not including right turn lanes, passing lanes and tapers, shall be located entirely within the right-of-way frontage, unless otherwise approved by the Village Engineer and upon written certification (such as an easement) from the adjacent property owner agreeing to such encroachment.

E. Standards for the Number of Commercial Driveways

The number of commercial driveways shall be the minimum necessary to provide reasonable access for regular traffic and emergency vehicles, while preserving traffic operations and safety along the public roadway. A single means of direct or indirect access shall be provided for each separately owned parcel. Where possible, this access shall be via a shared driveway or a service drive. Where it is not possible to provide shared access, this access may be by a single commercial driveway. Additional commercial driveways may be permitted at the discretion of the Planning Commission only under one of the following circumstances:

1. One (1) additional commercial driveway may be allowed for properties with a continuous frontage of over three hundred (300) feet, and one (1) additional driveway for each additional three hundred (300) feet of frontage.
2. Two one-way commercial driveways may be permitted along a frontage of at least one hundred twenty five (125) feet, provided the driveways do not interfere with operations at other driveways or along the street.
3. Additional commercial driveways may be justified due to the amount of traffic generated by the use without compromising traffic operations along the public street, based upon a traffic impact study submitted by the applicant.

F. Driveway Spacing Standards

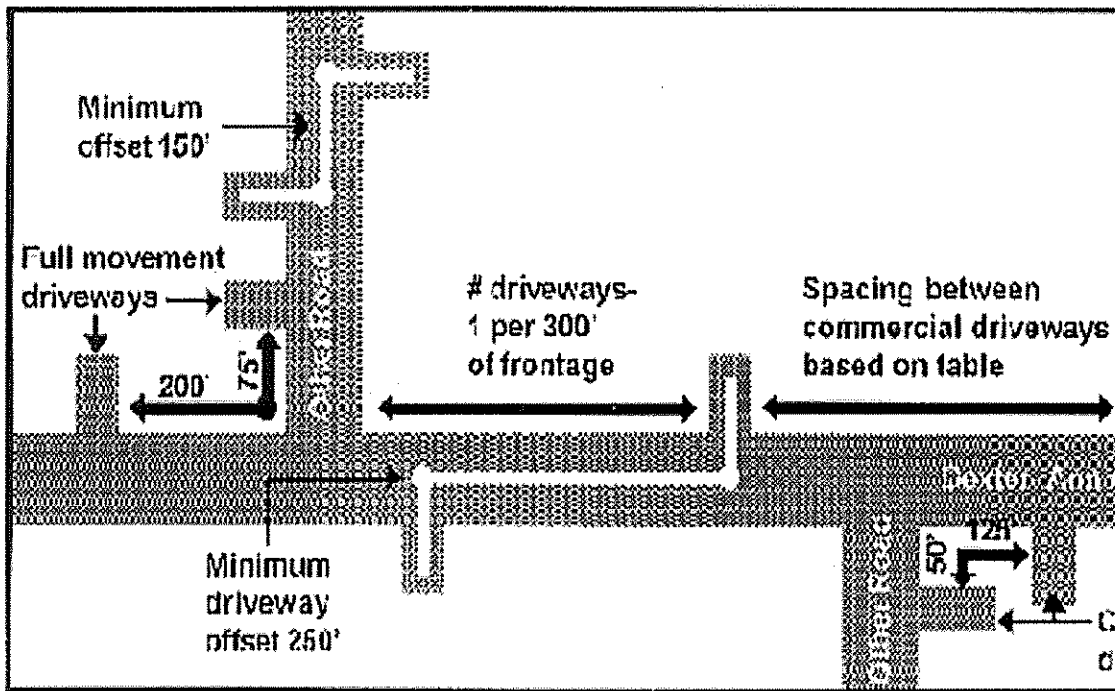
1. Between driveways: The minimum spacing between two commercial driveways on the same side of the road shall be based upon posted speed limits along the parcel frontage. The minimum spacings indicated below are measured from centerline to centerline of the driveway.

Posted Speed Limit (MPH)	Minimum Driveway Spacing (In Feet)
25	125
30	155
35	185

2. For sites with insufficient street frontage to meet the above criterion, the Planning Commission may require construction of the driveway along a side street, a shared driveway with an adjacent property, or construction of a driveway along the property line farthest from the intersection.
3. Offsets: To reduce left-turn conflicts, new commercial driveways should be aligned with driveways or streets on the opposite side of the roadway where possible. If alignment is not possible, driveways should be offset a minimum of two hundred fifty (250) feet along Dexter-Ann Arbor Road and one hundred fifty (150) feet along other roadways. Longer offsets may be required depending on the expected inbound left-turn volumes of the driveways, or sight distance limitations.
4. Spacing from intersections: Minimum spacing requirements between a proposed full movement or channelized commercial driveway and an intersection either adjacent or on the opposite side of the street may be set on a case-by-case basis by the Planning Commission during site plan review. In no instance shall the spacing distance be less than the distances listed in the following table. The following measurements are from the near edge of the proposed driveway, measured at the throat perpendicular to the street, to the near lane edge of the intersecting street or pavement edge for uncurbed sections. For sites with insufficient street frontage to meet the above criterion, the Planning Commission may require construction of the driveway along a side street, a shared driveway with an adjacent property, or construction of a driveway along the property line farthest from the intersection.

MINIMUM COMMERCIAL DRIVEWAY SPACING FROM STREET INTERSECTIONS

Location of Driveway	Minimum Spacing for a Full Movement Driveway	Minimum Spacing for a Channelized Driveway Restricting Left Turns
Along Dexter-Ann Arbor Road	200 feet	125 feet
Along other Roads	75 feet	50 feet



G. Commercial Driveway Design

1. All commercial driveways shall be designed according to the Village of Dexter Engineering Standards or Washtenaw County Road Commission, as appropriate.
2. For high traffic generators, or for commercial driveways along roadways experiencing or expected to experience congestion, the Planning Commission may require two clearly marked egress lanes.
3. Where a boulevard entrance is desired by the applicant or Planning Commission, a fully curbed island shall separate the ingress and egress lanes. The radii forming the edges on this island shall be designed to accommodate the largest vehicle that will normally use the driveway. The minimum area of the island shall be one-hundred-eighty (180) square feet. The Planning Commission may require landscaping on the section outside the public right-of-way. Such landscaping shall be tolerant of roadway conditions.
4. All commercial driveways shall provide an unobstructed clear vision of ten (10) feet in a triangular area measured ten (10) feet back from the point of intersection of the driveway edge and the street right-of-way.
5. The edge of commercial driveways shall be setback at least four (4) feet from the side or rear property line. This setback is intended to help control storm water runoff, and permit snow storage on site, and provide adequate area for any necessary on-site landscaping.

H. Shared Driveways and Service Drives

The use of shared driveways and service roads, in conjunction with driveway spacing, is intended to preserve traffic flow along major thoroughfares and minimize traffic conflicts, while retaining reasonable access to the property. Where noted above, or where the Planning Commission determines that reducing the number of access points may have a beneficial impact on traffic operations and safety while preserving the property owner's right to reasonable access, access from a side street, a shared driveway or service road connecting two or more properties or uses may be required in the following cases:

1. Where the driveway spacing standards of this section can not be met.
2. When the driveway could potentially interfere with traffic operations at an existing or potential traffic signal location.
3. Where there is congestion or a relatively high number of accidents.
4. Where the property frontage has limited sight distance.
5. Where the fire department recommends a second means of emergency access.
6. Where the access is serving properties within the same zoning district or the uses are determined by the Planning Commission to be compatible such as commercial to professional business uses or single family to multiple family development.
7. Where an access agreement between all property owners involved is provided to the Village for review.

I. Service Road Design Standards

1. **Location:** Service roads shall generally be parallel or perpendicular to the rear property line and may be located either, adjacent to, or behind, principal buildings and shall not be permitted in front of the principal building. In considering the most appropriate alignment for a service road, the Planning Commission shall consider the setbacks of existing buildings and anticipated traffic flow for the site and the Dexter-Ann Arbor Road ARC Plan.
2. **Access Easement:** The service road shall be within an access easement permitting traffic circulation between properties. This easement shall be sixty (60) feet wide. The required width shall remain free and clear of obstructions, unless otherwise approved by the Planning Commission.
3. **Construction and Materials:** Service roads shall have a base, pavement and curb with gutter in accordance with the Village Engineering Standards for public

streets, except the width of the service road shall have a minimum pavement width of eighteen (18) feet face-to-face of curb.

4. **Parking:** The service road is intended to be used exclusively for circulation, not as a parking maneuvering aisle. The Planning Commission may require the posting of "no parking" signs along the service road. In reviewing the site plan, the Planning Commission may permit temporary parking in the easement area where a continuous service road is not yet available, provided that the layout allows removal of the parking in the future to allow extension of the service road.
5. **Access to Service Road:** The Planning Commission shall approve the location of all accesses to the service road, based on the driveway spacing standards of this Section.
6. **Temporary Access:** The Planning Commission may approve temporary accesses where a continuous service road is not yet available and a performance bond or escrow is created to assure elimination of temporary access when the service road is continued. Occupancy permits shall not be issued until monies have been deposited with the Village of Dexter.
7. **Elevation:** The site plan shall indicate the proposed elevation of the service road at the right-of-way line and the Village shall maintain a record of all service road elevations so that their grades can be coordinated.
8. **Landscaping:** The Planning Commission shall approve the landscape plan along a service road based on the landscaping standards contained in this Article.
9. **Maintenance:** Each property owner shall be responsible for maintenance of the easement and service drive. The required easement agreement shall state the responsibilities of the property owner(s).

J. Modification of Standards for Special Situations

The Planning Commission shall have the authority to modify the standards of this section upon consideration of the following:

1. The standards of this section would prevent reasonable access to the site.
2. Access via a shared driveway or service road is not possible due to the presence of existing buildings or topographic conditions.
3. Roadway improvements (such as the addition of a traffic signal, a center turn lane or bypass lane) will be made to improve overall traffic operations prior to project completion, or occupancy of the building.

4. The use involves the redesign of an existing development or a new use which will generate less traffic than the previous use.
5. The proposed location and design is supported by the Village Engineer as an acceptable design under the existing site conditions. The Planning Commission may also request the applicant provide a traffic impact study to support the requested access design.
6. The modification shall be of the minimum amount necessary, but in no case shall spacing to another full-access driveway be less than sixty (60) feet, measured centerline to centerline.
7. Where there is a change in use or expansion at a site that does not comply with standards herein, the Planning Commission shall determine the amount of upgrade needed in consideration of the existing and expected traffic pattern and the capability to meet the standards herein to the extent practical.

SECTION 15(B).06 SIGNS

A. Purpose

The purpose of these sign regulations is to provide for a unified approach to managing the size, placement, number and appearance of signs within the Dexter-Ann Arbor Road Corridor District. This Section is intended to promote a balance between business advertising needs, the aesthetic recommendations of the Dexter-Ann Arbor Road Corridor Plan and design guidelines, and the safety needs of the passing motorist.

B. Definitions

Refer to Section 7.02 for generally applicable definitions. The following definitions applicable to this section:

1. Awning sign: A sign which is painted on, printed on or attached flat against the surface of an awning.
2. Directional sign, off-premises: A monument sign, the sole purpose of which is to direct traffic to one or more commercial businesses which are located on premises without frontage on or visual exposure to a major thoroughfare.
3. Festoon sign: banners, pennants, incandescent light bulbs, or other such temporary features which are hung or strung overhead and which are not an integral, physical part of the building or structure they are intended to serve.
4. Inflatable sign: a sign that is either expanded or its full dimensions are supported by gases contained within the sign, or a sign part, at a pressure greater than atmospheric pressure.

allow the residents of the new developments to access older parts of the community and would also open up the Corridor park and open space to other residents of the Village. This amenity would help enhance the perception of the corridor area as "connected" to the Village.

New development in the corridor area will incorporate open spaces, landscaping, trees, and other natural elements to enhance the overall appearance and quality of the corridor area. Wherever possible, additional common open spaces could be included in the Corridor to continue the pattern of small parks distributed throughout the Village.

In general, landscaping is encouraged for the corridor area. Landscaping would provide a means of buffering between roads, businesses and residences and improving the natural and aesthetic characteristics of parking areas. Trees and plantings along the road area would provide a visual buffer between traffic and developments. Landscaping is generally considered a means of improving the appearance of the Corridor. It can also be used to maintain some visual continuity between the Corridor and the Village center.

Infrastructure

New development will place additional demands on the current infrastructure system. Areas in the Corridor which are not currently capable of supporting increased development for water and sewer should be evaluated when necessary to determine whether they are suited for more intense development. Currently, planned improvements to the Village infrastructure system include a northeast sanitary sewer service line along the railroad route, and a new water main in Dan Hoey Road that will eventually connect to the main in Dexter-Ann Arbor Road. The possibility of linking underserved areas of the Corridor with the proposed northeast sanitary sewer and water line should be investigated.

Transportation

Traffic volumes are expected to increase as development occurs in the Corridor. Therefore, attention should be paid to the number of curb cuts and the design of access drives off Dexter-Ann Arbor Road. A high incidence of curb cuts makes it difficult to move traffic efficiently through the Corridor or to have safe access to and from the various properties along the Corridor. Combining curb cuts would help alleviate some of these problems. Access to multiple uses through adjoining rear parking areas, back access routes and shared drives would significantly affect the level and quality of auto movement on Dexter-Ann Arbor Road.

Parking management and design is another transportation opportunity related to new development. Many Village residents favor locating parking lots behind buildings, consolidated and shared entrances to sites, and shared, internal circulation. Limiting the number of curb cuts is considered a desirable practice for both safety and aesthetic reasons. Parking located in the side and rear yards is also more aesthetically appealing, and it allows for shorter front setbacks. Parking areas located in rear yards of adjacent sites can easily be connected as another means of curb cut management. In conjunction with rear-parking, the use of landscaping in the Corridor to provide buffers between commercial and residential areas and between traffic and developed areas is encouraged.

The development of a consistent, usable system of sidewalks is important as a means of encouraging pedestrian and bicycle traffic. It is essential to provide safe access between residential areas, the schools, and commercial areas. All new developments in the Corridor must provide sidewalks, and these sidewalks

should create a linked system. However, there are gaps in the existing sidewalk system throughout the Village and from the Village to the Corridor. A sidewalk program initiated as part of the Capital Improvements Plan (CIP) would be a means of filling in the gaps.

Sidewalks are considered important to the development of the Corridor's character, especially as a means of integrating parklands and neighborhoods in the Village center and the corridor area. Safety concerns are also a reason to develop a network of pedestrian and bicycle linkages; increased, safe access would permit greater circulation within residential areas and between residential and commercial areas.

Public transportation should be encouraged in the Corridor. AATA currently services the Corridor area. However the service should be reevaluated once the development is completed to insure that areas of significant development or use are included in their routes. Consideration should also be given to the development of a commuter lot in or near the Dexter Crossing development.

Where possible, new transportation routes, whether vehicular or pedestrian, should try to mimic the Village grid system to provide consistency and to reinforce the links between the Corridor and the Village center. The development of connections between the Village and the Corridor could be accomplished through corridor streetscape design reflective of the downtown. Pedestrian sidewalks and bicycle accommodations are considered an important part of the connection between the old and new areas of the Village.

Traffic

Traffic along Dexter-Ann Arbor Road will be affected by the new residential and commercial developments. The increased volume of traffic will be managed with a traffic signal at the Dan Hoey Road intersection. Minimizing the number of curb cuts will help regulate the flow of traffic in the Corridor. If these two measures do not sufficiently facilitate the movement of traffic through the Corridor, the addition of a center turn lane to the existing two lane road would be preferable to widening the road to a four lane road. The pedestrians crossing the road should be of concern when making these future decisions.

Other possible opportunities for improvements to the roadway system in the Corridor include an additional access drive between the entry to Huron View and Huron Farms to provide access to the new wellfield/park site. Another is the link between the end of Third Street and Huron Farms. Both of these may be vehicular or pedestrian connections. A light at the school entrance, timed to be operational only at the beginning and end of school days, may also be a future consideration to facilitate traffic flow and improve pedestrian crossing points.

The speed limit along Dexter-Ann Arbor Road is an issue in a number of ways. First, the transition from 50 MPH to 35 MPH should be at the Village limit, which is approximately 500 feet south of the Dan Hoey Road intersection. This issue should be addressed at the time the new signal is installed at Dan Hoey. The existing 25-35 mph speed limit in the Corridor should be maintained in order to avoid bringing high speed vehicles past the school and residential areas, into the Village downtown. High speeds are also a safety concern in an area with a pedestrian focus. The idea of traffic calming should not be forgotten when addressing the increased traffic volumes.

Village Character

New development within the Corridor should be harmonized with the rest of the Village if it occurs at a smaller scale than typical commercial development. Pedestrian focus should be emphasized through

GOALS AND OBJECTIVES

The goals and objectives outlined in this plan are intended to support the final recommendations that follow. The goals and objectives are based entirely on an analysis of the existing conditions within the Corridor and the identified development issues and opportunities. The aim of this plan is to overcome obstacles to positive development in the Corridor, and to make the most of all development opportunities that present themselves. The goals and objectives of the Dexter-Ann Arbor Road Corridor Plan will apply as explained below:

Goal: The long term purpose toward which programs or activities are ultimately directed.

- **Objective:** A specific, measurable intermediate end that is achievable and marks progress toward a goal.

Development and Land Use

Goal 1: Encourage development in the corridor area that is separate and distinct from the downtown (central business district), and that serves the needs of Dexter's growing population.

- **Promote the types of development that would add to the variety of businesses and services already available in Dexter, meeting the needs of residents and strengthening the Village's economic base.** New developments should not replace uses already located in the center Village, but should provide currently unavailable services and uses to residents of Dexter, as well as the surrounding community. New development should also be aimed at continuing to strengthen the Village's tax and employment base.
 - **Develop design guidelines for the Corridor that blend the character of the more intensely developed old Village center into the lower density development of the Corridor.** By creating a smooth transition between these two areas of the Village, the sense of integration is strengthened, contributing to the overall identity of Dexter. Residents of all parts of the Village should feel that their neighborhood is an integral part of the Village.
 - **Support land use decisions that enhance the economic, aesthetic and functional qualities of the Corridor without detracting from these same qualities in other areas of the Village.** As land use decisions are made for the Corridor, their effect on the number and quality of jobs available in Dexter should be carefully evaluated. The development in which these jobs are located should enhance the economy and the appearance of Dexter without creating a location that detracts from the unique qualities of the existing downtown.
 - **Establish a compact commercial center at the Dan Hoey intersection, rather than allowing commercial development to spread out in a strip along the entire Corridor.** A concentration of commercial uses helps reduce the number of vehicle trips through the Corridor. It also contributes to the Corridor's identity, as opposed to developing another corridor that looks like Anyplace, USA. By creating a unique and pleasing center of commerce in the Corridor which compliments the existing downtown, the unique character of Dexter will be strengthened.
-

-
- **Promote the development of professional business offices in the Corridor to allow for more retail and service developments at the commercial center (at the Dan Hoey Road intersection) and in the central business district.** Retail and services are attractive uses for the downtown and the commercial center because they tend to be more pedestrian oriented type uses; they are both dependent on walk-in customers, and they provide a higher degree of visual interest with storefront window displays. Office developments do not generally create the same level of pedestrian excitement; they tend to be more appointment oriented. Locating offices outside the two nodes of activity would help to ensure that businesses most dependent on higher volumes of pedestrian traffic would be grouped together, which would ultimately help to maintain profitable business. The low impact quality of office uses can also provide a buffer between commercial areas and residential areas.

Goal 2: Encourage development in the Corridor, as it is the only largely undeveloped area in the Village.

- **Promote the Corridor as a location for new development within the Village boundary.** The Corridor is the only area in the Village containing significant tracts of undeveloped land. As development proposals are presented, they should be encouraged to locate in the Corridor, when appropriate, and to be constructed in a manner that contributes to the overall quality of life in Dexter.
- **Consider implementing performance standards to permit development to increase in density proportional to the number and quality of overlay recommendations incorporated into its design.** Performance standards are often utilized to modify traditional development. They can affect building and site design and location on the lot with regulations that can be adapted to encourage higher standards of development. Examples of performance standards would be the reduction of parking requirements in exchange for additional landscape buffering, or a reduction in the required setbacks in exchange for a reduction in the height of the building. The intent of the performance standards should be clearly defined by the Village.
- **Ensure that development does not have a negative impact on the future Village well fields or the groundwater recharge area in the Corridor.** Care should be taken to protect the groundwater recharge area and other water sources located in the Corridor. The future Village well fields will supply the Village with drinking water. Therefore, new development should be planned to cause minimal environmental disturbance.

Goal 3: Encourage the development of the Corridor as a vibrant, cohesive and functional area of the Village.

- **Identify the appropriate mix of commercial, office, and residential land uses within the Corridor.** There are a number of residential developments already planned for the corridor area. These new residents will add to the Village demand for retail, professional and commercial services. New development in the Corridor should attempt to meet these needs in a manner that contributes to the overall viability of the Village. In addition, an balanced mix of housing stock will be important to meet the diverse needs of the population.

- **Promote the idea of an all-purpose corridor that is able to serve the needs of the community.** The Dexter business community serves not only the residents of the Village proper, but also residents of the surrounding area. As development proposals are presented, the needs of the Village and its environs should be considered in order to determine a project's viability.
- **Utilize a zoning overlay district to apply specific zoning standards to all uses permitted in the Corridor.** A zoning overlay would permit the Village to encourage development in a manner that meets the goals of this study. The guidelines set forth in such an overlay would help ensure that the maximum number of goals were met for any new development while maintaining enough flexibility to recognize the unique characteristics and needs of individual developments or sites.
- **Provide physical linkages between uses within the Corridor, and from the Corridor to existing areas within the Village.** Physical connections between the Village center and the Corridor would integrate the two areas, contributing to the overall identity of Dexter. Non-automotive links are especially important as they provide a way for children, the elderly, and those without access to automobiles to participate in the community. Development that is strictly automobile oriented deprives a significant part of the population the chance to enjoy and participate in their community.
- **Ensure that current infrastructure capabilities and development needs are compatible, and make decisions which support future compatibility.** Taking a proactive approach to infrastructure development and expansion ensures a managed level of future development. The Village infrastructure should be physically capable of supporting the proposed future land use plan. At the very least, the necessary improvements should be included in the Capital Improvements Program.

Corridor Character

Goal 1: Encourage the development of a unique corridor with a distinct yet harmonious character.

- **Create design guidelines specifically for development within the Corridor.** Although the Corridor should be considered part of the Village, it should be an area with a distinct personality, not merely an extension of the downtown. Design guidelines should encourage development with a specific, cohesive personality, yet permit creativity on the part of developers and designers.
- **Promote the development of buildings in the Corridor that are in scale with existing buildings in the Village.** Buildings in the CBD tend towards a nineteenth century "Main Street" architectural-style being 2-3 stories, long and narrow. Utilizing a similar scale within the Corridor will help to visually relate the two activity centers of the Village and keep one from overpowering the other.
- **Promote the use of front set backs that create a neighborhood atmosphere within the Corridor.** Businesses along Ann Arbor Street, in the Village commercial district, are required to have a minimum of 15 foot front setback. A similar front setback requirement should be encouraged in the Corridor to help achieve the desired scale. However, consideration should be given to the size and shape of proposed building as well as the size of the right of way necessary along Dexter-Ann Arbor road for utilities and easements. Shorter setbacks make an area feel more human and friendly. A wide, multiple-lane road with buildings set back a significant distance from the road creates an uninviting and intimidating atmosphere to the pedestrian.

-
- **Identify the proper use of parks, landscaping and greenery within the Corridor to ensure a pedestrian linkages to the rest of the Village.** Including comfortable open spaces in the Corridor, like Monument and Peace Parks, will help connect the Village and the Corridor. Incorporating landscaped open areas in new developments in the Corridor will help to achieve this connection. Landscaping can be used to create a pedestrian oriented environment and decrease the dominance of vehicle oriented areas such as roads and parking lots. Landscaping of lawn extensions and front yards would make the Corridor more inviting to the pedestrian, encourage slower movement of vehicles, and visually link the area to the older parts of the Village.
 - **Utilize the existing Village center and reference the existing street pattern to connect new development in the Corridor with the Village center where applicable and appropriate.** Continuation of the Village grid, where appropriate, will give a continuous sense of orientation and direction to new residential development in the Corridor, while at the same time, providing the desired linkages. The creation of a focal point, a gathering place similar to Monument Park, within the Corridor is important to achieve a distinctly separate, but equally appealing character.
 - **Promote new development that reflects the small town appearance of Dexter in terms of building material and building scale.** Buildings of similar size and construction will help to carry the style of the Village into the Corridor, integrating the two areas and strengthening the Village character. Elements of the downtown streetscape, such as street lighting, could be utilized to achieve the visual connection.
 - **Establish the Dexter-Ann Arbor Road Corridor as the gateway to the Village with a bold welcome statement at the Village boundary.** A welcome sign signals to visitors that they have entered a particular community and the appearance of the sign will impact their first impression of the character of that community. For Village residents, such a sign will signify that they are “home” and their feeling of community will be strengthened.

Goal 2: Encourage the development of an attractive, cohesive and effective system of signage in the Corridor.

- **Utilize the sign ordinance to create a harmonious relationship between signage in the Corridor and those in the rest of the Village, in terms of appearance, size and location.** Compatible signage is a visual indication that the Village and the Corridor are integrated. The visual linkage would more clearly define the boundaries of the Village.
- **Encourage the use of monument signs in the Corridor which are attractive and effective; discourage the use of pole signs.** Monument, wall and perpendicular signs are less obtrusive than large, pole signs in the landscape of an area, yet are easily visible to pedestrians and vehicles making the location of entrances and uses of buildings more clear.
- **Encourage the use of similar materials for signs within the Corridor.** A consistent style of signage identifies a related group of uses and defines the boundaries of a particular area, such as the Corridor. Consistent signage is often found in large developments, as well as in specific neighborhoods of cities.

Goal 3: Encourage a system of lighting within the Corridor that relates to the lighting in the Village center

- **Encourage the use of site lighting features that create a smooth transition between the Village center and the Corridor area.** Lighting can help unify the two areas of the Village while creating a welcoming feel during the evening hours. The style of site lighting should be appropriate to the types of uses and lighting from one area should not negatively impact uses in another area. Lighting levels should be proportionate to the amount of activity on the site. Parking lot lighting should be carefully reviewed to minimize its impact on adjacent property.
- **Encourage the use of street lights that are compatible with the design of those used in the downtown DDA.** Corridor lighting should relate to the style of the downtown in order to smooth the area of transition.

Goal 4: Encourage the preservation of natural features and the development of parklands in the Corridor and encourage their interrelationship with existing parkland and natural areas.

- **Encourage the development of the new Village wellfield into a municipal park.** The future wellfields encompass 7-8 acres of land that are intended to be developed as parkland. A master plan will need to be developed for the park to determine its use and design, and to ensure linkages to the Village.
- **Encourage the inclusion of pocket parks or common open space in all new residential developments.** Pocket parks are small, local parks usually used by neighborhood residents. Large residential subdivisions developed within the Corridor should be encouraged to include pocket parks and/or community open spaces to meet the immediate recreational needs of the residents.
- **Create visual and safety buffers between roads and sidewalks, using existing trees and topography as much as possible.** When pedestrians and cyclists feel safer because they are adequately separated from vehicular traffic with buffers, they are more likely to use amenities designed for them. Buffers also help create a more visually appealing area for residents, users, and those passing through. Utilizing existing natural features to achieve the buffers preserves some of the Corridor's natural character and may defray some of the development costs.
- **Develop an ordinance provision for the mitigation of natural features in new development.** When new development must remove any significant natural features, there needs to be a means of insuring that the removed features will be replaced elsewhere in the development. Natural features ordinances are commonly used to ensure mitigation.
- **Utilize flowers, shrubs and trees generously in Corridor landscaping.** Plantings contribute natural features, greenery, color and are reflective of the changing seasons. The Corridor currently lacks an abundance of natural greenery; all plantings included in future developments will contribute to the natural quality of the Corridor.
- **Provide landscaping between roads and sidewalks and between parking areas and buildings.** Landscaping helps to minimize the visual dominance of the automobile while improving the aesthetic appeal of an area. Street trees can contribute to the safety, perceived and real, of pedestrians and cyclists when they are located within the lawn extension, between such users and traffic, in a manner

that does not interfere with visibility. Landscaping between parking areas and buildings helps to minimize the impact of the parking lot pavement and puts the pavement away from the building.

- **Encourage the use of parking area landscaping.** Landscaping in parking areas helps to break up a large, paved area into smaller, more appealing spaces. It also provides a refuge for small wildlife while creating a permeable surface which lessens the negative impacts of water run off.
- **Develop a means of reinforcing the responsibility for maintaining landscaping and other natural features in new developments.** Private land owners are responsible for maintaining all plantings and landscaping on their property. New developments are required to complete site landscaping within six months of the issuance of a certification of occupancy. The zoning office is responsible for insuring landscaping is installed and maintained.

Transportation and Safety

Goal 1: Encourage the use of traffic engineering techniques to handle increased traffic volumes resulting from new development which do not detract from the character, appearance, and pedestrian qualities of the Corridor.

- **Maintain the two lane character of the Dexter-Ann Arbor Road wherever possible.** A larger, wider road would disrupt the continuum of Main Street to Ann Arbor Street to Dexter-Ann Arbor Street. A two lane road is in keeping with the character of Dexter and, with minor changes, should continue to adequately serve the users of the Corridor.
- **Utilize traffic control tools to help regulate increased amounts of traffic in the Corridor only when necessary.** A center turn land and acceleration/deceleration lanes can be built to address traffic flow problems at specific locations. Traffic volumes are not anticipated to increase to a level that would justify the widening of Dexter-Ann Arbor Road. A traffic signal is already planned for the Dexter-Ann Arbor/Dan Hoey Road intersection to help regulate the increasing traffic volumes of the Corridor.
- **Promote the use of public transportation in the community, and ensure that the Corridor is served by the public transportation system as a means of reducing vehicular traffic.** Providing AATA stops in the Corridor presents an alternative to vehicular use, thereby helping to reduce traffic volumes. Mass transit also provides a means of transportation for those who do not have access to a private automobile.
- **Promote pedestrian movement in the Corridor through the use of sidewalks and pedestrian crossings at intersections.** If pedestrians are provided with safe, accessible amenities, they will be more likely to use them, thereby reducing the number of vehicular trips through the Corridor.
- **Monitor the need for future traffic signals along Dexter-Ann Arbor Road.** It is a concern that traffic flows will increase in the future to the point of necessitating an additional traffic light at the school and residential development intersection. Traffic flows should be monitored to determine if or when another light is necessary and where it should be located.
- **Reduce the physical and visual presence of the automobile on individual sites within the Corridor.** Site design features that accommodate vehicular traffic while reducing its visual and safety impact are desirable, such as rear parking. While vehicular traffic is unavoidable, creative solutions should be employed to integrate it in the best possible manner through the use of setbacks and other zoning tools.

Goal 2: Encourage design practices which lessen the potential for automobile safety problems in the Corridor.

- **Promote the use of side and rear yard parking for all new developments.** Locating parking at the side and rear of buildings allows the front facade to be more visible to pedestrians and drivers traveling the Corridor. It also provides for a more visually attractive street by allowing buildings to be located closer to the right of way, while still accommodating parking needs.
- **Utilize trees to buffer roads from sidewalks and developments without obstruction of views.** Trees provide some physical separation between traffic and pedestrians thereby creating a "safety zone." They also help reduce noise pollution from automobiles while creating a more visually interesting roadway.
- **Encourage the use of appropriate front set backs for new buildings.** Consistent front setbacks increase the visibility of uses and create a more cohesive streetscape. Reduced front setbacks create a more inviting streetscape, particularly for the pedestrian.
- **Encourage the reduction in the number of curb cuts along the Corridor by utilizing shared access whenever possible to reduce the number of turning opportunities along the Corridor.** Sharing ingress/egress points would allow for fewer curb cuts in the Corridor and would reduce the number of vehicles making turns across oncoming traffic. The result would be less chance of traffic back-ups on Dexter-Ann Arbor Road and fewer opportunities for accidents. If vehicles are also able to circulate among uses off the Dexter-Ann Arbor road through the use of joint parking areas, traffic on the roadway would be reduced. This should not be interpreted as encouraging the creation of a separate but parallel road next to Dexter-Ann Arbor road.
- **Develop design standards that take into consideration the overall safety of pedestrians traveling in the Corridor.** Safe and efficient movement of pedestrians through the Corridor and within individual sites can be accomplished by employing specific site design criteria. Certain design methodologies have been proven to promote pedestrian use and ensure pedestrian safety. Site designs that do not provide clear, safe access to pedestrians or which reduce the vehicle's ability to see pedestrians are undesirable in the Corridor.
- **Minimize the number of times vehicles cross pedestrian or bicycle paths.** Reducing the number of times pedestrian paths intersect vehicular roadways and driveways decreases the probability of a vehicle-pedestrian accident. This is true for cyclist paths as well.

Goal 3: Develop the Corridor in a manner that is appealing and accessible to pedestrians and bicyclists.

- **Provide sidewalks and paths to link commercial, residential and public areas throughout the community.** Non-automotive transportation links allow a greater number of residents to participate in their community. They also enhance the sense of connectedness between areas of the Village.
- **Encourage the design of road improvements that take into consideration the presence of pedestrians and cyclists.** High speed roads are unsafe for pedestrian and cyclist use thereby limiting

access to such an area. Future improvements in the Corridor should seek to accommodate both vehicular and non-vehicular traffic.

- **Promote the protection of sidewalks and paths from roadway traffic by requiring appropriate setbacks and landscaping.** These techniques can greatly increase the real and perceived safety of pedestrians and cyclists thereby opening up an area to a larger portion of the community. Pedestrians and cyclists feel safer when traveling with some distance between them and moving automobiles. That perception of safety is increased when landscaping is added to serve as a buffer shield.
- **Encourage the connection of Corridor parklands to other Village parklands with sidewalks and pathways.** The parklands planned in the Corridor should be linked to other parklands in the Village wherever possible in order to maximize their use and availability. Linkages contribute to the overall presence of Village parklands as well, further enhancing the natural characteristics of the Village. The pathways have the potential to be developed to such a degree that they become part of the park system.

8. Monitor and improve, where necessary, the Village's wastewater treatment and stormwater management systems to minimize negative impacts on the Huron River, Mill Creek, and Mill Pond.
9. To utilize progressive stormwater management and erosion control techniques to ensure that development will not adversely impact natural resources and surrounding property. Incorporate Federal Phase II Stormwater Guidelines into planning review process of the Village.
10. Continue the wellhead protection program initiated by the Village to ensure that this vital resource is not compromised.
11. Protect the Village's wellhead and groundwater through proper land use planning. Direct potentially hazardous land uses and processes away from the wellhead protection zone as indicated.

Dexter – Ann Arbor Road Corridor Goals

The Dexter – Ann Arbor Road Corridor is defined as the area surrounding Dexter – Ann Arbor Road from Kensington Street, southeast to the Village boundaries. The following goals and objectives are taken from the Dexter – Ann Arbor Road Corridor Plan as adopted by the Village Planning Commission. The goals and objectives of the Dexter – Ann Arbor Road Corridor Plan are hereby adopted by reference. The following is a summary of the goals provided in that plan:

Development and Land Use

Goal 1

Encourage development in the corridor area that is separate and distinct from the downtown (central business district), and that serves the needs of Dexter's growing population.

Goal 2

Encourage development in the Corridor, as it is the only largely undeveloped area in the Village.

Goal 3

Encourage the development of the Corridor as a vibrant, cohesive and functional area of the Village.

Goal 4

To provide all segments of the population with high quality and affordable community services and facilities.

Corridor Character

Goal 1

Encourage the development of a unique corridor with a distinct yet harmonious character.

Goal 2

Encourage the development of an attractive, cohesive and effective system of signage in the Corridor.

Goal 3

Encourage a system of lighting within the Corridor that relates to the lighting in the Village center.

Goal 4

Encourage the preservation of natural features and the development of parklands in the Corridor and encourage their interrelationship with existing parkland and natural areas.

Transportation and Safety

Goal 1

Encourage the use of traffic engineering techniques to handle increased traffic volumes resulting from new development which do not detract from the character, appearance, and pedestrian qualities of the Corridor.

Goal 2

Encourage design practices which lessen the potential for automobile safety problems in the Corridor.

Goal 3

Develop the Corridor in a manner that is appealing and accessible to pedestrians and bicyclists.

Objectives

1. Promote the types of development that would add to the variety of businesses and services already available in Dexter, meeting the needs of residents and strengthening the Village's economic base.
2. Continue to follow the guidelines for the Corridor that blends the character of the more intensely developed old Village center into the lower density development of the Corridor.

3. Support land use decisions that enhance the economic, aesthetic and functional qualities of the Corridor without detracting from these same qualities in other areas of the Village.
4. Establish a compact commercial center at the Dan Hoey intersection, rather than allowing commercial development to spread out in a strip along the entire Corridor.
5. Promote the development of professional business offices in the Corridor to allow for more retail and service developments at the commercial center (at the Dan Hoey Road intersection) and in the central business district.
6. Promote the Corridor as a location for new development within the Village boundary.
7. Ensure that development does not have a negative impact on the future Village well fields or the groundwater recharge area in the Corridor.
8. Promote the idea of an all-purpose corridor that is able to serve the needs of the Community.
9. Provide physical linkages between uses within the Corridor, and from the Corridor to existing areas within the Village.
10. Ensure that current infrastructure capabilities and development needs are compatible, and make decisions that support future compatibility.
11. Maximize the efficient use of existing community facilities and encourage the addition to or reuse of community facilities which are consistent with the Village's plan.
12. Encourage regularly scheduled maintenance and development of adequate utility systems throughout the Village, including underground utilities, in order to achieve attractive developments.

13. Prepare and annually update a comprehensive capital improvements plan for Village facilities and major equipment expenditures.
14. Provide for adequate manpower to meet the safety and security needs of the Village.
15. The development of residential, commercial and industrial land shall be timed and staged in conjunction with the provision of supporting public facilities, such as streets, sidewalks, and utilities.
16. Public facilities and utilities shall be located to maximize the efficiency of services provided, and to minimize their cost and impact on the natural environment and adjacent land uses.

Baker Road Corridor Goals

Changing households, economics and population over the past few years has resulted in opportunities for redevelopment along the Baker Road Corridor. In 2005 Katie's Restaurant submitted a site plan for redevelopment, while Colorbok and Martinrea, both along the corridor, announced that the manufacturing operations were relocating.

In January 2006 the Planning Commission hosted two (2) Visioning Sessions in which over 80 residents and stakeholders participated. The Visioning Sessions were held to gather additional public input into how the Southern entrance to the village, or Baker Road, should be redeveloped.

The Baker Road Corridor currently has a variety of land uses within the area bounded by Ann Arbor Street to the north and the Dexter Public School property to the south. This special area deserves consideration as a "gateway" into the Village Center. The specialized Visioning session were held to ensure that additional consideration was given to the unique opportunity for redevelopment happening along the corridor and the areas sensitive nature as a major thoroughfare and entrance the Village of Dexter.

Goal 1

Unify Design Elements Within the Corridor – Common design elements on individual sites should be pursued to help develop an identity for the entire corridor study area. Design elements should be visually consistent and include landscaping, signage, lighting, and architectural design. Design elements should promote the continuation of the downtown streetscape theme.

Objectives

1. Create a “first impression” with a defined entrance to the Village of Dexter.
2. Promote consistent buffering, greenbelts belts between the sidewalk and the roadway, and landscape planting within the corridor. Open landscaped areas, pocket parks or common open space should be incorporated into new large development plans.
3. Promote consistent sign design within the corridor that capitalizes on the village’s historic and small town character. Promote building signage, particularly perpendicular signage to alleviate the need for additional ground signage and to help businesses effectively attract pedestrian and vehicular traffic. Work to eliminate existing nonconforming signage.
4. Parking lot, site lighting and streetscape lighting should be consistent throughout the corridor. Light fixtures matching the theme put in place downtown should be carried into Baker Road.
5. New buildings should be reviewed for architectural compatibility with the historic nature of this part of the village. New buildings should respect that historic nature through design.
6. Develop architectural standards that promote and encourage redevelopment and infill, but maintain and enhance the village’s small town, historic character.
7. Promote buildings that have a sense of scale within the neighborhood and area. New developments should be compatible and blend with the existing or recently redeveloped buildings.

Goal 2

Improved Access Management and parking options – The goal of access management should be to manage access to land development while simultaneously preserving the flow of traffic on the surrounding road system in terms of safety, capacity needs, speed and limiting the number of conflicts between pedestrians and vehicles. Create a variety of parking options including on street and off street parking, as well as shared parking to improve access and pedestrian safety within the corridor.

Objectives

1. Encourage the use of traffic calming elements such as trees, benches and streetlights to help slow traffic and create the sense of a smaller Baker Road.
2. Provide appropriate spacing between driveways and intersections.
3. Encourage the use of parking lot islands and landscaping to help manage storm water. Parking lots should also have pedestrian ways for safety within parking lots.
4. Promote the consolidation of curb cuts and shared driveway access. Parking lots should be shared when possible to reduce curb cuts. Parking lots should be located in the rear or on the side of buildings.
5. Maintain the three (3) lane road, however as curb cuts are reduced consideration should be given to adding boulevards to facilitate improved pedestrian safety and visual character within the corridor and the village's southern entrance. Consideration should be given to the use of mid-block pedestrian refuge islands where appropriate.
6. Establish a 120-foot right-of-way as properties redevelop to accommodate bike lanes, pedestrian amenities and green space. Promote smaller/shorter front yard setbacks to create a sense of place when entering the Village of Dexter. Reduced setbacks help slow traffic and create a less intimidating atmosphere for pedestrians.
7. Parking lot and site lighting should be consistent throughout the study area. Light fixtures matching the theme put in place downtown should be carried into the corridor area.

Goal 3

Improved Pedestrian Access and Non-motorized transportation and access for public transit – The improvement and expansion of the existing sidewalk system along Baker Road should be a priority. The addition of bike lanes along Baker Road should be a priority.

Objectives

1. Allow for convenient pedestrian access from the adjacent neighborhoods to the Baker Road Corridor area. Make sidewalk improvements in the adjacent neighborhoods where necessary.
2. Improve pedestrian and bicycle safety and access along the corridor. Promote the addition of pedestrian crossings at intersections and mid-block crossings where appropriate.
3. Create a pedestrian and bicycle connection from Dexter Community Schools to the downtown with pedestrian amenities such as a larger greenbelt with benches, trees, lighting and signage that encourage safe pedestrian use.
4. Upon removal of the Mill Creek Dam establishing a greenway connection along the Mill Creek and Baker Road to downtown should be a priority.
5. Develop provisions for the protection and enhancement of natural features in new developments and along the Mill Creek.
6. Utilize the Washtenaw Area Transportation Study's Non-Motorized Plan for Washtenaw County to facilitate decisions related to non-motorized transportation within the village.

Goal 4

Develop the Baker Road Mixed-Use Area Overlay – Provide for a mixed-use designation to accommodate the mixture of existing land uses and to promote the redevelopment and infill development of this important part of the Village. Development with the corridor should be separate, but complimentary to downtown. Development that services the needs of village residents and commuters should be encouraged. Desirable mixed uses include the following:

Office uses, including professional offices, medical and dental.

Limited Retail

Commercial Uses that provide essential products and services

Recreation and Entertainment

Residential (variety of types, including high density multiple family, lofts, condominiums, townhouses, row houses, apartments, senior housing and single-family).

Objectives

1. Flexibility in permitted land uses. Provide for a mixture of land uses where compatible.
2. Flexibility in parking requirements, to allow for the conversion on homes along the corridor to non-residential land uses.
3. Promote residential land uses in appropriate areas, i.e. where it abuts existing residential areas, i.e. second floor rental situations.
4. Ensure that existing residential neighborhoods are substantially buffered from high-density redevelopment projects or more intense land uses.
5. Encourage the maintenance of the small town residential character within the commercial districts closer to downtown.
6. Support land uses decisions that enhance the economic quality of the village, but do not detract from existing unique qualities such as sense of scale, neighborhood and small town characteristics.

Goal 5

Create an environment that encourages economic development and investment into the community. –
Develop standards that provide incentives for redevelopment.

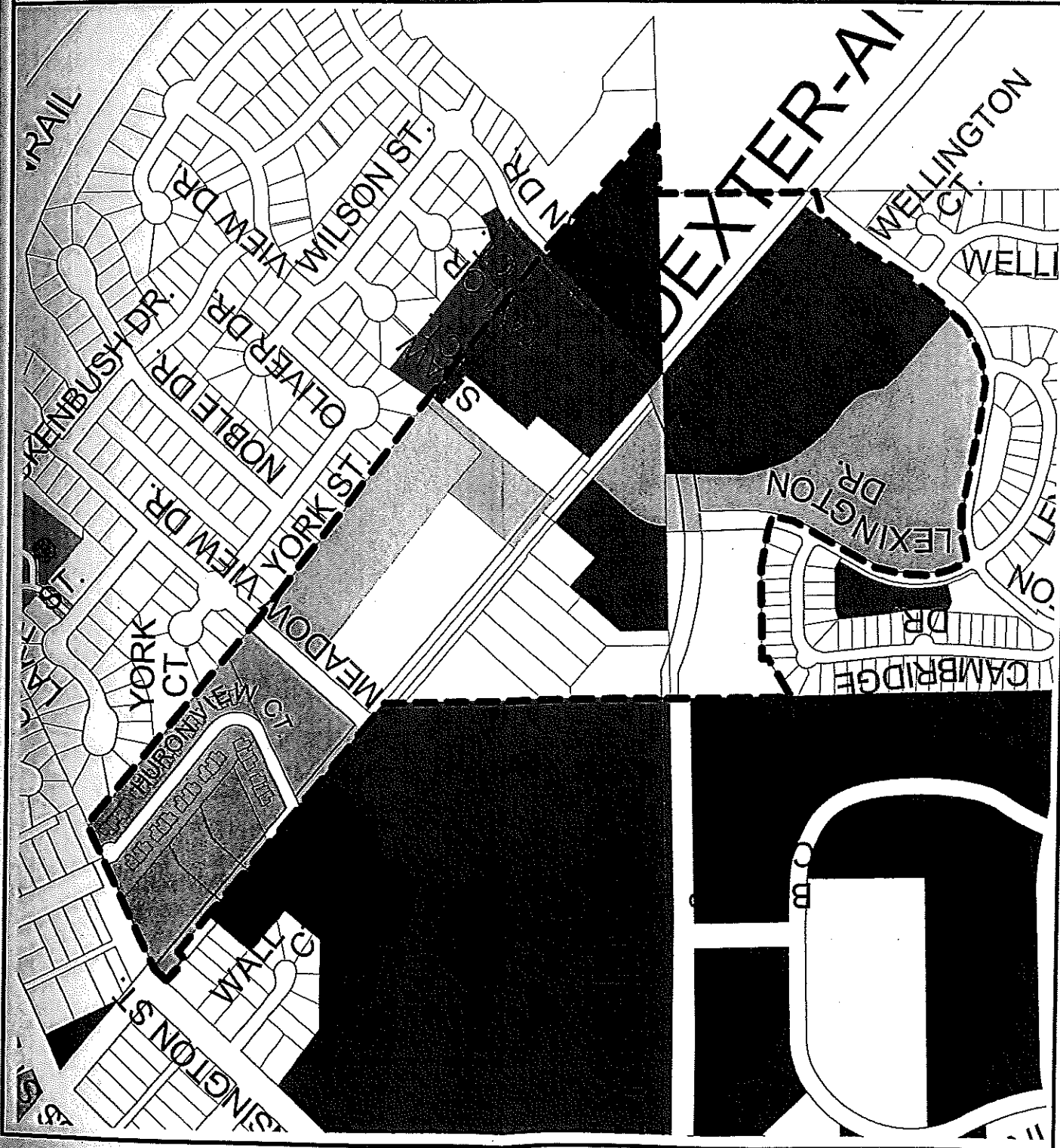
Objectives

1. Provide for flexibility in zoning requirements and regulations that encourage better site design.
2. Promote the continued improvement of public infrastructure to ensure that adequate services are available for redevelopment. Encourage the development of a regional storm water solution on one of the larger parcels within the corridor.
3. Create a destination within the corridor.
4. Promote diversity in the mixture of land uses within the corridor. Discourage strip malls, big boxes and fast food.
5. Promote the expansion of public transportation within the corridor and the village.
6. New development that strengthens the village tax base and employment should be promoted.
7. Infill, redevelopment and development should, when appropriate enhance the quality of life within the Dexter.

VILLAGE OF DEXTER

ARC Special Planning Area Existing Land Use

- VACANT
- SINGLE FAMILY
- MULTIPLE FAMILY
- CONVENIENCE RETAIL
- COMPARISON RETAIL
- OFFICE
- INDUSTRIAL
- PUBLIC
- SEMI-PUBLIC
- PUBLIC UTILITIES
- ARC SPECIAL PLANNING AREA



200 0 200 Feet



Calrise/Wortman Associates, Inc.
Community Planners & Landscape Architects
Revised : 2/19/05

VILLAGE OF DEXTER

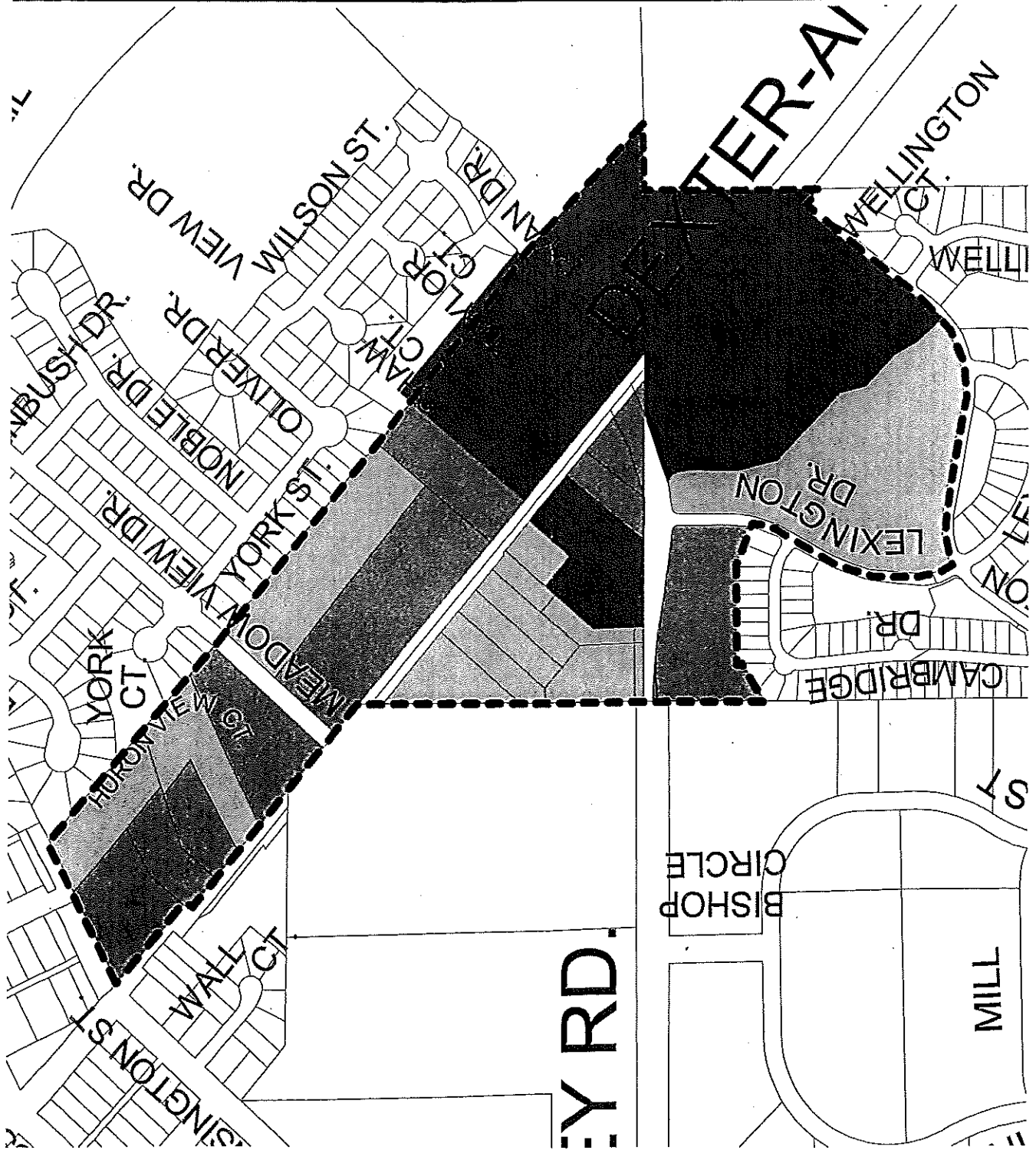
ARC Special Planning Area

- MULTIPLE FAMILY
- PROFESSIONAL BUSINESS
- COMMUNITY COMMERCIAL

MAP 11



Caltrise/Wortman Associates, Inc.
Community Planners & Landscape Architects
Revised : 2/18/05





Memorandum

To: Village Council
Donna Dettling, Village Manager
From: Allison Bishop, Community Development Manager, AICP
Re: Planning Commission Recommendation
Article 22, Administration and Enforcement
Date: August 13, 2007

At the July 2, 2007 meeting the Planning Commission moved to set a public hearing regarding the proposed amendments to Article 22, Administration and Enforcement, as recommended by the Village Council.

The Village Council had recommended that the Planning Commission consider amending Article 22, Administration and Enforcement to address extensions of Zoning Compliance applications.

The amendments address the extension of time limits for Zoning Compliance applications and changes the length of an extension permitted by the Zoning Administrator from 90 days to 180 days. The amendment permits additional extensions to be granted by the Village Council.

Time limit extensions have come to the Village's attention due to the economic conditions and the number of site plans expiring. Additional amendments are proposed to Article 21, Site Plan Review and approval to address time limit extensions for site plans.

It is recommended that the Planning Commission consider the proposed amendments, however addressing time limit extensions within Article 21, Site Plan Review and Approval is essential.

PLANNING COMMISSION DECISION

On August 6, 2007 the Planning Commission held a public hearing on the proposed amendments to Article 22. The Planning Commission discussion included, but was not limited to:

- Reasons for the change
- Administrative burden to Village Council
- Removal of authority from Zoning Administrator and burdening Village Council
- Frequency of extension requests for Zoning Compliance
- Situations in which an extension request would be made
- How the Zoning Administrator determines "reasonable cause", examples discussed
- Zoning Administrator currently has ability to consult with Village Council without amending the ordinance

The following motion was presented to the Planning Commission, but FAILED.

Per Section 23.07, Criteria for Amendment to the Zoning Ordinance Text and the Public Hearing held by the Planning Commission on August 6, 2007, the Planning Commission has been provided with documentation from the Village Staff and Village Council indicating problems with time limit

extensions for zoning compliance applications in Article 22, Administration and Enforcement and therefore recommends that the Village Council adopt the recommended amendments to Article 22.

Please feel free to contact me if you have any additional questions.

Thank you.

Article XXII

ADMINISTRATION AND ENFORCEMENT

Section 22.01 - Zoning Administrator

The Office of Zoning Administrator is hereby created. The Zoning Administrator shall be appointed by the Village Council. When the position of Zoning Administrator is vacant the Village Manager shall act as Zoning Administrator until such time a Zoning Administrator is appointed by the Village Council.

Section 22.02 - DUTIES AND POWERS OF THE ZONING ADMINISTRATOR

The Zoning Administrator shall have the following duties and powers.

- A. The Zoning Administrator shall interpret all provisions of this Ordinance.
- B. The Zoning Administrator shall enforce all provisions of this Ordinance and shall issue all necessary notices or orders to insure compliance with said provisions.
- C. The Zoning Administrator shall receive applications for and issue certificates of zoning compliance in accordance with this Ordinance and shall sign certificates of occupancy as required herein.
- D. The Zoning Administrator shall make all inspections required by this Ordinance, and all inspections necessary to enforce this Ordinance, and may engage the assistance of the Village Fire Chief, and Engineer as deemed necessary in making such inspections. The Zoning Administrator may engage other expert opinion to assist in making such inspections subject to the approval of the Village Council.
- E. The Zoning Administrator shall identify and process violations to this Ordinance. The Zoning Administrator shall be responsible for making periodic inspection of Dexter Village or parts thereof for the purpose of finding violations of this Ordinance.
- F. The Zoning Administrator shall keep official record of applications received, certificates issued, fees collected, reports of inspections, and notices and orders issued.
- G. The Zoning Administrator shall submit to the Village Council a quarterly report in which a summary of the activities of the office is presented.

Section 22.03 - CERTIFICATE OF ZONING COMPLIANCE

- A. Applications for certificates of zoning compliance shall be made to the Zoning Administrator. Each application shall include a site plan as required in Section 21.04 herein, and all information necessary to determine zoning compliance.
- B. All plans to be submitted for a building permit shall first be submitted for review and approval by the Zoning Administrator with respect to the requirements of this Ordinance. No building permit shall be issued unless a certificate of zoning compliance has been issued by the Zoning Administrator for the same development and is in effect.
- C. A certificate of zoning compliance shall not be issued for any use or structure unless said use or structure and the lot on which situated meet all requirements of this Ordinance. However, a certificate of zoning compliance shall be issued for a use or structure and the lot on which situated in which one or more legal nonconformities exist. In such case, the certificate of zoning compliance shall clearly list each and every legal nonconformity. A certificate of zoning compliance shall not be issued for any use or structure and the lot on which situated if any illegal nonconformity exists thereon.
- D. Application for a certificate of zoning compliance may be made by the owner or lessee of the structure or lot, or agent of either, or by the licensed engineer or architect employed in connection with the proposed work or operation. If the application is made by a person other than the owner in fee, it shall be accompanied by a duly verified affidavit of the owner or the qualified person making the application that the proposed work or operation is authorized by the owner in fee and that the applicant is authorized to make such application. The full names and addresses of the owner, lessee, applicant, and of the responsible officers, if the owner or lessee is a corporate body, shall be stated in the application.
- E. Subject to the limitations of Section 22.03, herein, amendments to a plan, application, or other records accompanying the same may be filed at any time before completion of the work for which the zoning compliance is issued. Such amendments shall be deemed part of the original application and shall be filed therewith.
- F. The Zoning Administrator shall examine or cause to be examined all applications for a certificate of zoning compliance and amendments thereto within seven (7) days after filing. If the application or the plans do not conform to all requirements of this Ordinance, the Zoning Administrator shall reject such application in writing and state the reasons therefor. If the application or plans do so conform, the Zoning Administrator shall issue a certificate of zoning compliance therefor as soon as possible. The Zoning Administrator shall attach his/her signature to every certificate, or may authorize a subordinate to affix such signature thereto. The Zoning Administrator shall stamp or endorse all sets of corrected and approved plans submitted with such applications as "Approved."
- G. An application for a certificate of zoning compliance shall be deemed to have been abandoned six (6) months after the date of filing unless such application has been diligently prosecuted or a building permit shall have been issued, or a certificate of occupancy shall have been issued for a use not requiring a building permit. The Zoning Administrator may,

for reasonable cause, grant one or more extensions of time for additional periods not exceeding ninety ~~(90)~~ one hundred and eighty (180) days each. Additional extensions of time may be granted by the Village Council. Any certificate issued shall become invalid if the authorized work is suspended or abandoned for a period of six (6) months after time of commencing the work.

- H. The Zoning Administrator may revoke a certificate of zoning compliance in case of any false statement or misrepresentation of fact in the application or on the plans on which the certificate was based.
- I. Issuance of a certificate of zoning compliance shall be subject to the following conditions.
 - 1. No certificate shall be issued until the required fees have been paid.
 - 2. All work or use shall conform to the approved application and plans for which the certificate has been issued and any approved amendments thereto.
 - 3. All work or use shall conform to the approved final site plan, if required.
 - ~~4. If permits are required from the Washtenaw County Building Department it shall be the responsibility of the applicant/property owner to apply and receive approval for the appropriate permits.~~
- J. An application for a certificate of zoning compliance shall be accompanied either by a site plan as required in this Section, or by a site plan as required under Article XXI, herein, Site Plan Review, whichever applies. If a site plan is not required under Article XXI, herein, a plot plan shall be submitted as required in this Section. Such plan shall be drawn to scale, submitted in two (2) copies, and shall provide the following information:
 - 1. scale, date and north point;
 - 2. location, shape and dimensions of the lot;
 - 3. dimensioned location, outline, and dimensions of all existing and proposed structures and the location and extent of all uses not involving structures;
 - 4. a clear description of existing and intended uses of all structures; and
 - 5. additional information as required by the Zoning Administrator for purposes of determining compliance with this ordinance.

Section 22.04 - BUILDING PERMITS

No building permit shall be issued for the erection, alteration, moving or repair of any structure or part thereof which does not comply with all provisions of this Ordinance and unless a certificate of zoning compliance has been issued therefore by the Zoning Administrator and is in effect. No structure shall be erected, moved, added to, or structurally altered unless a building permit shall

have been issued therefore by the Zoning Administrator.

Section 22.05 - CERTIFICATES OF OCCUPANCY

- A. General Requirement -- It shall be unlawful to use or occupy or to permit the use or final zoning compliance of any structure or premises, or both, or part thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its use or structure until a certificate of final zoning compliance shall have been issued therefor by the Zoning Administrator. A certificate of final zoning compliance shall not be approved until it has been signed by the Zoning Administrator, said signature signifying compliance with all provisions of this Ordinance. A certificate of occupancy shall not be approved until issued for any building or structure or part thereof, or for the use of land, which does not comply with all provisions of this Ordinance. The certificate shall state that the building, structure, and lot and use thereof, conform to the requirements of this ordinance, and shall list each legal nonconformity existing on the premises. Failure to obtain a certificate of occupancy when required shall be a violation of this Ordinance and punishable under Section 22.09, herein.
- B. Change in Use -- A structure or part thereof shall not be changed to or occupied by a use different from that existing at the effective date of this Ordinance if a building permit is required, unless a certificate of occupancy is first issued for the different use.
- C. Existing Structure and Use -- A certificate of occupancy shall be issued upon the request of the owner for an existing structure or part thereof, or for an existing use of land, including legal nonconforming uses and structures if, after inspection of premises, it is found that such structures or uses comply with all provisions of this Ordinance, or otherwise have legal nonconforming status. All legal nonconformities shall be clearly described on the certificate of occupancy. A certificate of occupancy shall not be issued for any premises on which illegal nonconformities exist.
- D. Accessory Structures -- An accessory structure shall require a separate certificate of occupancy, unless included in the certificate of occupancy issued for the principal structure, when such accessory structure is completed under the same building permit as the principal structure.
- E. Application -- Application for certificates of occupancy shall be made in writing to the Zoning Administrator on forms therefore furnished.
- F. Certificate to Include Zoning -Certificates of occupancy as required by the County Building Code for new buildings or structures, or parts thereof, or for alterations or repairs to existing buildings or structures, shall also constitute certificates of occupancy as required by this ordinance.
- G. Temporary Certificates -- Where permitted under the County Building Code, a temporary certificate of occupancy may be issued provided that the temporary certificate is signed by the Zoning Administrator.

Section 22.06 RECORDS

The Zoning Administrator shall maintain records of all certificates and permits issued under this ordinance and said records shall be open for public inspection.

Section 22.07 FEES

The Village Council shall establish a schedule of fees, by resolution, for administering this Ordinance. The schedule of fees shall be posted on public display in the Office of the Zoning Administrator and may be changed only by the Village Council.

Section 22.08 COMPLIANCE WITH PLANS AND APPLICATIONS

Building permits and certificates of occupancy issued on the basis of plans and applications approved by the Zoning Administrator authorize only the use, arrangement, and construction set forth in such approved plans and applications, and no other use, arrangement, or construction. Use, arrangement, or construction at variance with that authorized shall be deemed a violation of this ordinance and punishable as provided in Section 22.09, herein.

Section 22.09 VIOLATIONS

(Amended April 12, 2004, Effective May 1, 2004)

- A. It shall be the responsibility of the Zoning Administrator to initiate the procedure for removing or abating a violation of the Zoning Ordinance. Upon verification that a Zoning Ordinance violation exists, the Zoning Administrator shall:
1. Give notice of violation by mail or in person to the property owner and the property possessor/occupant (if any). Such notice shall identify the subject property, identify the nature of the violation and the applicable parts of the Zoning Ordinance, direct the discontinuance of the violation, and specify the time period, which will be allowed for abatement of the violation. Or,
 2. Issue a "Stop Work Order" if any one of the following apply:
 - a. A zoning permit has not been issued.
 - b. Work in progress does not comply with the plan of the zoning permit.

The stop work order shall contain the same information required for the notice of violation (paragraph A.1., above). In addition the stop work order shall contain the time of day that the order is issued, shall order all persons to stop work immediately, and shall state that failure to comply with the order or removal of the posted order may result in criminal prosecution. If work is progressing at the time of issuance of the stop work order, the order shall be shown to all persons performing work. A copy of the order shall be posted on the property at a point visible from the street and shall be of a distinctive bright color.

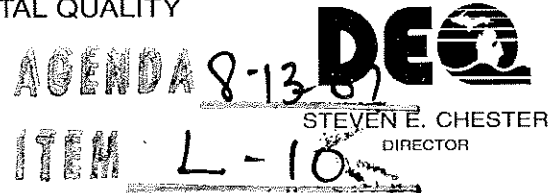
The Zoning Administrator shall cancel a notice of violation or remove and cancel a stop work order when his/her reinspection confirms that the violation originally cited has been abated and that no new violation exists. A copy of the cancellation will be mailed or hand delivered to the property owner and the occupant if different from the owner.

- _____ c.B: If work continues after posting of the stop work order, the Zoning Administrator is authorized to issue a Civil Infraction violation notice per Section 22-9 of the Village of Dexter General Code. Any person who violates any provision of this section shall be responsible for a civil infraction, subject to payment of a civil fine as set forth in Section 22-9 of the Village of Dexter General Code.
- B.C: Public Nuisance Per Se -- Any structure which is erected, altered, or converted, or any use of any structure or lot which is commenced or changed after the effective date of this Ordinance, in violation of any of the provisions herein, is declared to be a public nuisance per se, and may be abated by order of any court of competent jurisdiction.



JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



July 17, 2007

Ms. Donna Dettling, Village Manager
Village of Dexter
8140 Main Street
Dexter, MI 48130

Dear Ms. Dettling:

SUBJECT: State Revolving Fund (SRF)
Village of Dexter
SRF Project No. 5291-01

Thank you for your June 29, 2007 submittal of the village of Dexter (Dexter) SRF Project Plan for Sanitary System Improvements. After careful review of the project plan, it has been determined that insufficient data exists at this time to enable the Department of Environmental Quality to confirm proper sizing of the proposed equalization basin. For this reason, we will rank and place on the fiscal year (FY) 2008 Project Priority List (PPL) only the manhole and sanitary sewer rehabilitation portion of the project. According to the project plan, this rehabilitation work is estimated to total \$1,000,000.

After adequate post-rehab metering data is obtained, Dexter is encouraged to seek funding for further construction, if necessary. We strongly suggest that you remain in contact with your district engineer, Ms. Tiffany Myers, at 517-780-7480, in our Jackson District Office, as you proceed through the proposed sanitary system rehabilitation.

Meanwhile, the rehabilitation loan process is unfolding. Although we are not likely to be able to determine whether this project is in the FY 2008 fundable range until October or later, we will be placing the rehabilitation project on the PPL as seeking a 4th Quarter of FY 2008 loan closing. Please stay in contact with Mr. Les Prether, your SRF project manager, at 517-241-4307 for information and guidance in moving through the SRF loan process.

If you have any questions about this action, please do not hesitate to call me or speak with Mr. Les Prether. Thank you.

Sincerely,

Chip Heckathorn, Chief
Revolving Loan and Operator Certification Section
Environmental Science and Services Division
517-373-4725

cc: Ms. Michelle La Rose, OHM
Ms. Tiffany Myers, DEQ-Water Bureau, Jackson District Office
Mr. Les Prether, DEQ



VILLAGE OF DEXTER

8140 Main Street • Dexter, Michigan 48130-1092 • (734) 426-8303 • Fax (734) 426-5614

Village Council

Jim Seta
President

Shawn Keough
President Pro-Tem

Jim Carson
Councilperson

Paul Cousins
Councilperson

Donna Fisher
Councilperson

Joe Semifero
Councilperson

Ray Tell
Councilperson

Administration

Donna Dettling
Manager

David Boyle
Clerk

Marie Sherry, CPFA
Treasurer/Finance Director

Ed Lobdell
Public Services Superintendent

Allison Bishop, AICP
Community Development Manager

THE VILLAGE OF
DEXTER IS AN EQUAL
OPPORTUNITY
PROVIDER AND
EMPLOYER

www.villageofdexter.org

August 9, 2007

Mr. Chip Heckathorn, Chief
Michigan Department of Environmental Quality
Revolving Loan and Operator Certification Section
Environmental Sciences and Services Division
525 West Allegan Street
PO Box 30457
Lansing MI 48909-7957

Re: State Revolving Fund
Village of Dexter
SRF Project No. 5291-01

Dear Mr. Heckathorn:

On June 29, 2007, the Village of Dexter submitted a SRF Project Plan for Sanitary Sewer Improvements. The improvements recommended for the Village's wastewater system within the project plan included rehabilitation of sanitary sewers and construction of an equalization basin at the Village's wastewater treatment plant (WWTP).

A letter dated July 17, 2007 from your office indicated that only the sanitary sewer rehabilitation portion of the project will be ranked and placed on the 2008 Project Priority List (PPL). The letter stated that this was due to "insufficient data exists at this time to enable the [DEQ] to confirm proper sizing of the proposed equalization basin."

After further discussions between our engineers, Orchard, Hiltz & McCliment, Inc (OHM), and MDEQ staff, including Tiffany Myers, Les Prether, and Edwyna McKee, the Village of Dexter is respectfully requesting that the decision to only place the sanitary sewer rehabilitation portion of the work on the 2008 PPL is reconsidered by the MDEQ. While the exact sizing of the equalization basin has not yet been determined, the data clearly supports the construction of an equalization basin as the most cost effective means of addressing the peak flow issues at the Village's WWTP. While a more detailed model will be developed during the engineering design, which will confirm the final equalization basin sizing, sufficient analysis has been done to confirm a storage need between 800,000 and 1,000,000 gallons. The final sizing will not have significant impact on the project costs.

In addition, it has been suggested that insufficient metering has been completed to confirm the need of an equalization basin. Metering data from the Parshall flume meter located at the WWTP spanning the last 4½ years has



VILLAGE OF DEXTER

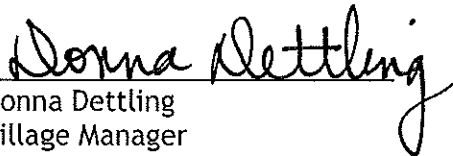
Page 2 of 2

been used in the analysis, as well as temporary sub-district metering this past spring. Analysis of the metering data suggests that the inflow and infiltration removal efforts alone will not bring the system peaks in line with the treatment capabilities of the WWTP. In fact, estimates of the potential I/I removal efficiency show that the removal will be insignificant in regards to the sizing or need for storage in the system to optimize use of the WWTP.

It was suggested that the Village should phase the implementation of the recommended improvements, and submit post-rehab monitoring information before a future application for funds to add storage to the system would be considered. The approach will only add additional effort and cost to the overall improvements that are inevitable.

We feel that the MDEQ has not yet had the opportunity to give adequate consideration to the data and analysis that was submitted, and would request an opportunity to review the information with the DEQ to understand why the entire scope of the recommended improvements cannot be considered on the 2008 PPL. The Village of Dexter requests that the sanitary sewer rehabilitation work and the equalization basin be placed on the 2008 PPL with an estimated construction total of \$3.8 million. We are available to meet with you and your staff at any time to review the information that has been submitted. We look forward to your response, and please feel free to contact me at (734) 426-8303 or Rhett Gronevelt with OHM at (734) 522-6711 with any questions or comments.

Sincerely Yours,


Donna Dettling
Village Manager

cc: Ed Lobdell, Utilities Superintendent, Village of Dexter
Edwyna McKee, DEQ-Environmental Science and Services Div
Les Prether, DEQ-Environmental Science and Services Div
Tiffany Myers, DEQ-Water Bureau, Jackson District Office
Rhett Gronevelt, P.E., Orchard Hiltz & McCliment, Inc.

VILLAGE OF DEXTER
VILLAGE MANAGER PERFORMANCE APPRAISAL ITEM

L-11

Village Manager's Name _____ Date _____

Performance Objectives and Major Responsibilities:

The Village Manager carries out the policies formulated by the Village Council. In conformity with the provisions of the General Law Village Charter, he/she is charged with and is responsible to the Village Council for the supervision and management of all the services, works and undertakings of the Village, except as otherwise provided for in the General Law Village Charter.

He/she is responsible to the Village Council for:

A. The administration of the affairs of the Village of Dexter

Increase community involvement and presence, Promote Dexter, Increase communication via newsletters, Expand personal development ie training for writing/securing grants, safety workshops, CDBG programs, etc.

B. The coordination, supervision and active control of the departments, institutions and agencies of the Village government created under the authority of the General Law Village Charter.

Deliver explanations, objectives and recommendations with Village Manager reports, Develop the Assistant Village Manager job description, Hire and train the new Assistant Village Manager, Update staff job descriptions/Employee Handbook, Establish consistent hours for work and uniform policy regarding use and accruals for sick and vacation time, Inventory Village assets for their long term management, Develop listing of non-conforming properties, Provide recommendations coordinated with meeting agendas and packets, Upgrade Village phone system,

C. The enforcement and execution of Federal and State laws and the ordinances and resolutions of the Village Council within the Village and upon all public property owned or subject to the jurisdiction of the Village of Dexter

Move forward with City-hood processes, DDA liaison and project management,

D. The preservation and promotion of the public health, safety and welfare; the prevention, suppression and abatement of public nuisances; and the enforcement of the police power of the Village of Dexter

See to the addition of a fifth municipal well and manage site restoration, Manage Equalization Basin construction project, Oversee Main Street bridge replacement Manage dam removal and related restoration surrounding land, Seek funding to complete the park process and for sediment management as related to dam removal, Investigate future police protection options

E. The preparation of the annual budget proposal of the Village and the administration of the annual budget adopted by the Village Council

Executes and administer annual budget, Complete capital improvement plans on time and under budget, Manage salary/wage budget

RESULTS OF PERFORMANCE OBJECTIVES: To what extent are stated objectives and responsibilities satisfied?
Indicate standards used, performance facts, figures and examples if desired.

Scale 1 to 7

RESULTS	RATING	COMMENTS
A.		
B.		
C.		
D.		
E.		
F.		
G.		
H.		
I.		
J.		
K.		

ADDITIONAL COMMENTS

STRENGTHS:

WEAKNESSES:

OVERALL RATING

Appraiser's Signature

Village Manager's Acknowledgement

Date